



Community Area Grant Application Form 2012/2013

Please ensure that you have read all the Funding Criteria and Additional Guidance Notes before completing this form
PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

To fund projects up to £1,000 without the need for matched funding

To fund up to 50% of projects costs of projects over £1,000

Maximum Grant £5,000

For larger projects we strongly advise you to contact Charities Information Bureau three months before you approach the area board. [\(See Section 2 for contact details\)](#)

Please contact your Community Area Manager before completing your application

[\(See Section 3 for contact details\)](#)

1. Your organisation or group

Name of organisation	Wiltshire Music Centre		
Contact name	Clare Jack		
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify		

2. Your project

Project Title/Name	Orchestra of the Age of Enlightenment 2 year music education residency		
What is your project about and what does it aim to achieve? <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	This is a project to work with the Orchestra of the Age on Enlightenment to bring a new music and science residency project to 8 primary schools in Chippenham including 4 additional schools in the area. The theme will be A Celebration of Life on Earth and the children will discover the building blocks of music with professionals, as well as working with a scientist to discover the building blocks of life by exploring how humans have evolved. The children will discover how wind and string instruments have changed over time as well as how humans may need to adapt to survive in the future.		
In which community area does your project take place? <i>(Please give name – see section 3)</i>	Chippenham Area Board		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/> <input type="checkbox"/>	Date January 2013	No
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/> <input type="checkbox"/>	Date January 2013	No

Where will your project take place?	Monkton Park, Colerne, Derry Hill, St Peter's & St Mary's, Charter, Ivy Lane
When will your project take place?	May - July 2013
How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community? <i>Important: Please do not type/write in paragraphs – This section is limited to 700 characters only (inclusive of spaces)</i>	The OAE and WMC responded to a request from a Chippenham Children's Centre and Wiltshire Council report highlighting key areas of child deprivation and poverty in the town. This new project aims to reach 250 children and build on positive feedback from other music projects such as Anthem for a Child in 2011/12. Research shows that children engaged in music and creativity are more likely to thrive academically and socially than those denied these opportunities. Chippenham is also identified by Wilts Council as a target for cultural development and this project will provide opportunities for schools, families and children not previously involved in professional music projects.
How many people will benefit from your project?	250 young people, 50 adults
How does your project demonstrate a direct link to the local community plan for your area? (see www.wiltshire.gov.uk/areaboard) or priorities of your area board) Please provide a reference/page no.	Children less likely to engage in anti-social behaviour 15 Maintain village school viability, 12 Concerns over health of children & young people 24
Any other information about your project. (Limited to a 1000 characters) This Music & Science residency project will involve a team of highly skilled musicians from the OAE and WMS running three consecutive workshop days in the Summer term 2013. Each day will consist of 3 key-stage 2 (KS2) classes doing 3 workshops on the theme of A Celebration of Life on Earth. Schools who took part in the 2011/12 Anthem project will be asked to host a class from a neighbouring school in order to develop links. The workshops will be - The Building Blocks of Music - a Haydn string quartet; Instrumental Evaluation led by OAE players - children will discover how wind and string instruments have adapted over time; What makes us what we are? Or Build a Beast by random selection! – led by a scientist and joined by an OAE player to explore how humans have evolved Final session all together - what have we learnt as a school of explorers The project will have an in-built teacher-training strand and the OAE would provide materials for cross-curricular work to all schools.	
To be completed ONLY where town/parish councils are making an application	
Is your project one which parish/town councils have powers to raise local taxes to fund?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Could your project be funded from your reserves?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is your project urgent (having to be completed in this financial year? If you answer YES please provide evidence elsewhere on the application form)	Yes <input type="checkbox"/> No <input type="checkbox"/>

3. Management

How many people are involved in the management of your group/organisation?

Of these, how many are:

Over 50 years	Male	<input type="text" value="1"/>	Female	<input type="text" value="1"/>
25 – 50 years	Male	<input type="text" value="2"/>	Female	4 <input type="text"/>
Under 25 years	Male	<input type="text" value="1"/>	Female	<input type="text" value="2"/>
Disabled People	Male	<input type="text"/>	Female	<input type="text"/>
Black and Minority Ethnic people	Male	<input type="text"/>	Female	<input type="text"/>

If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

This is part of a 2 year programme of work for which the OAE and WMC are jointly fundraising from trusts and foundations, public funding and earned income

How will you know whether your project has made a difference in the community? What information will be collected to enable you to know that the project has made a positive impact on your community and met the local need?

We carry our detailed evaluation of all our projects. This includes detailed records of the content and number of workshops and attendance figures for each school. Pupils, teachers and artists will all be asked to complete feedback questionnaires. This will seek to establish the impact the work has had on them, their enjoyment and desire to continue to be involved in the work.

Has Charities Information Bureau (CIB) helped you with this application/to seek funding for this project?

Yes

Date contacted CIB

No

To whom have you applied for funding for this project (*other than Wiltshire Council*)?

Please list with amount applied for and whether you have been successful

Name of Funder	Amount Applied For	Amount Received
Chippenham Town Council	700	
Chippenham Borough Lands	700	

Have you or do you intend to apply for a grant from another area board within this financial year?

Yes

No

If yes, please state which one(s).

Bradford on Avon but not for this project

Are you in receipt or anticipating other funding from other Wiltshire Council departments for this project?

Yes

No

4. Information relating to your last annual accounts (if applicable)

Year ending:	Month: 31/3	Year: 2012
A - Total income:	£607,972	
B - Minus total expenditure:	£759,039	
Surplus/deficit for year: (A minus B)	£151,067	
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£236	

5. Financial information – If you can claim back V.A.T. please exclude VAT from the figures you provide us. If you have to pay the V.A.T then please include V.A.T. in the figures you provide us.

Project Costs A Please provide a <u>full</u> breakdown e.g. equipment, installation etc.		Project Income B Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
			P/C	
Music Leader x 4 days	£1,200	Own fundraising/reserves		£
Train day for teachers	£1,200			£
W'kshop x3x4 musicians	£2,400	Parish/town council		£
Travel	£775	Chippenham TC	P	£700
Accommodation	£1,500	Trusts/foundations		£
Preparation & planning	£800	Chippenham Borough Lands	P	£700
M'gement & Evaluation	£600	In kind		£
	£	OAE	C	£3,125
	£	Wilts Music Service	C	£1,200
	£	Other		£
	£	School's contribution	C	£750
Total Project Expenditure	£8,475	Total Project Income		£6,475
Total project income B		£6,475		
Total project expenditure A		£8,475		
Project shortfall A – B		£2,000		
Grant sought from Wiltshire Council Area Board		£2,000		
Bank Details				
Please give the name of the organisations' bank account e.g. Barclays				
Please give the name of the organisations' bank account e.g. Chippenham Scouts				

6. Supporting information – Please enclose all the following documentation as failure to do so may lead to a delay in your application being considered

Enclosed (please tick)

- All written quotes including the one(s) you are going to use
- Latest inspected/audited accounts or annual report or Income/expenditure budget for current financial year
- Terms of reference/constitution/group rules
- Evidence of ownership/lease of buildings and/or land

For new groups, only the group's terms of reference and a projected income and expenditure budget covering a period of 12 months is required.

7. Declaration (on behalf of organisation or group) – I confirm that...

- This application meets all the funding criteria
- The information on this form is correct, that any award received will be spent on the activities specified, that I will complete a monitoring form (if requested) following completion of the project.
- If a grant is received, I will provide copies of all receipts and invoices associated with the grant and provide information and photographs to demonstrate how the grant was spent.
- That any other form of licence or approval for this project has been received prior to submission of this grant application.
- That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application.
- Child Protection Safeguarding Adults
- Public Liability Insurance Equal opportunities
- Access audit Environmental impact
- Planning permission applied for (date) or granted (date)
- That acknowledgement will be given of Wiltshire Council support in any publicity, printed or website material.
- I give permission for press and media coverage by Wiltshire Council in relation to this project.

Name: Clare Jack

Date: 24/01/2013

Position in organisation: Executive Director

Please return your completed application to the appropriate Area Board Locality Team ([see section 3](#))