



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 Armed Forces & Veterans Celebrations		
Contact name			
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	Grounds Protection - Vehicle Tracking Mats		
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>	With over 10,000 people and a wide range of vehicles expected in Trowbridge Park in June for Armed Forces Celebrations we would like to purchase tracking mats in order to safeguard and prevent damage to the grass areas. With the uncertain weather conditions it will also be necessary to protect entranceways to marquees and corners of paths. This will ensure the safety of the public, exhibitors and thus future users of the Park.		
In which community area does your project take place? (Please give name – see section 3)	Trowbridge		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/>	Date	No <input type="checkbox"/>

Where will your project take place?	Trowbridge Park
When will your project take place?	29/30 June 2013
How did you discover there was a need for your project (<i>please provide evidence</i>) 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>	During Celebrations 2012 due to the heavy rain in the weeks prior to the event the Park was not able to cope with the sudden downpour late Saturday afternoon which caused flooding and large mud patches in several places. It became hazardous to the spectators many of whom then left on foot churning up the ground even more. At the end of the event more manpower was required to enable the vehicles to leave safely, causing as little damage as possible to the Park.
How many people will benefit from your project?	15,000 per year
How does your project demonstrate a direct link to the local community plan for your area? (see www.wiltshire.gov.uk/areaboards) or priorities of your area board) Please provide a reference/page no.	Economy,tourism, public safety, environmental safeguarding, education, culture and sport 1,4,5,6,7
Any other information about your project. (Limited to a 1000 characters) The mats will be useful at all future Celebrations to ensure minimum damage to the Park grounds and improved public access and walkways. The mats could then be hired out at a minimal charge to other users so as to allow a small amount of fundraising for the Committee.	
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? <i>If you answer YES please provide evidence elsewhere on the application form</i>)	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="8"/>	Female	<input type="text" value="2"/>
25 – 50 years	Male	<input type="text" value="1"/>	Female	<input type="text"/>
Under 25 years	Male	<input type="text"/>	Female	<input type="text"/>
Disabled People	Male	<input type="text" value="1"/>	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?
N/A

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?

Via the feedback from exhibitors and visitors (especially in bad weather conditions), looking at the condition of the Park during and after the event. Also comments from subsequent Park users

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*)?

Name of Funder

Amount Applied For

Amount Received

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

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).

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: 2012		Month: Sept	Year: 2012	
A - Total income:		£17,875.00		
B - Minus total expenditure:		£17,216.03		
Surplus/deficit for year: (A minus B)		£658.97		
Free reserves currently held (i.e. money not committed to other projects/operating costs)		£NIL		
5. Financial information – If you can claim back V.A.T. please <u>exclude</u> 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	
Tracking mats 12x £153	£1,836	Own fundraising/reserves		£
	£			£
	£	Parish/town council		£950
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£			
	£	Other		£
	£			£
Total Project Expenditure	£1,836	Total Project Income		£950
Total project income B		£950		
Total project expenditure A		£1,836		
Project shortfall A – B		£886		
Grant sought from Wiltshire Council Area Board		£886		
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:

Date: 13/12/2012

Position in organisation: Treasurer

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



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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	Trowbridge Chamber of Commerce		
Contact name			
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	Trowbridge Service Excellence Award		
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>	To organise and carry out a competition to find the businesses with the best customer service in Trowbridge. We will get nominations from the public, visit nominated businesses, choose 15 finalists, then put together a panel to interview each of them, and finally to put on a celebration evening at Trowbridge Civic Centre to present the awards. all finalists are invited to this event. We are seeking funding from the Area Board for the cost of holding the event and the printing for the competition. The TCC will raise the prize money from local businesses and cover administration costs.		
In which community area does your project take place? (Please give name – see section 3)	Trowbridge		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input type="checkbox"/>	Date	No <input checked="" type="checkbox"/>

Where will your project take place?	Trowbridge
When will your project take place?	May to October 2013
How did you discover there was a need for your project (<i>please provide evidence</i>) 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>	<p>The number of empty shops and the reports from local retailers provide clear evidence that Trowbridge is still suffering from the recession. Although in the period immediately before and after Christmas trading was good since then sales have slumped. There is a need for additional initiatives to stimulate interest in Trowbridge.</p> <p>This event will do this by both involving the public and challenging all businesses to improve the way they treat their customers.</p>
How many people will benefit from your project?	50 retailers & hundreds of customers
How does your project demonstrate a direct link to the local community plan for your area? (see www.wiltshire.gov.uk/areaboards) or priorities of your area board) Please provide a reference/page no.	<p>Enhancing the local economy and encouraging more people to spend their free time and money in Trowbridge</p> <p>Theme 1</p>
<p>Any other information about your project. (Limited to a 1000 characters)</p> <p>In the past it was organised for Wessex and not just for Trowbridge. Wessex will no longer organise an event of this kind in Trowbridge. The independent Trowbridge Chamber wishes to organise the event specifically for our town. It believes that when the town is still suffering due to the economic recession this event, with a proven track record of celebrating the quality of service excellence in Trowbridge, would be critical in raising the town's profile and encouraging the public to spend their time and money locally. Service excellence can differentiate between businesses and turn our county town into "one of the best, not one of the rest". The project has the support of the Trowbridge Initiative, The Trowbridge Town Team and the Trowbridge Town Council. The final event needs to be of a high quality to make customer service prominent and attract maximum media attention. The whole project will benefit both customers and business and the whole community.</p>	
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 checked="" type="checkbox"/>
Could your project be funded from your reserves?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Is your project urgent (having to be completed in this financial year? <i>If you answer YES please provide evidence elsewhere on the application form</i>)	Yes <input type="checkbox"/> No <input checked="" 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="2"/>	Female	<input type="text"/>
25 – 50 years	Male	<input type="text" value="2"/>	Female	<input type="text" value="2"/>
Under 25 years	Male	<input type="text"/>	Female	<input type="text"/>
Disabled People	Male	<input type="text"/>	Female	<input type="text"/>
Black and Minority Ethnic people	Male	<input type="text" value="1"/>	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 a project to hold a single event but the Chamber will follow it up by maintaining a focus on customer service.

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?

- The number of nominations received from the public.
- The coverage given in the local media.
- The quality of those nominated and of the eventual winners.
- Evidence of increased business being done in the Trowbridge Area collected by the Chamber and the Town Team.

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*)?

Name of Funder

Amount Applied For

Amount Received

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

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).

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: 31/12/11		Month: December	Year: 2011	
A - Total income:		£6,364		
B - Minus total expenditure:		£7,443		
Surplus/deficit for year: (A minus B)		£1,079 deficit		
Free reserves currently held (i.e. money not committed to other projects/operating costs)		£4,562 now reduced to £1,000		
5. Financial information – If you can claim back V.A.T. please <u>exclude</u> 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	
Prize money	£1,500	Own fundraising/reserves	c	£1,000
Venue & catering	£3,500	Business sponsorship	p	£1,500
Trophies	£250	Parish/town council		£
Printing and copying	£500			£
Telephone costs	£250	Trusts/foundations		£
Administration time	£2,500			£
Evening presentations	£500	In kind	c	£1,000
	£			£
	£			
	£	Other		£
	£	Ticket sales	p	£1,000
Total Project Expenditure	£9,000	Total Project Income		£4,500
Total project income B		£4,500		
Total project expenditure A		£9,000		
Project shortfall A – B		£4,500		
Grant sought from Wiltshire Council Area Board		£4,500		
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:

Date: 29/01/2013

Position in organisation: Vice President

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



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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	Trowbridge Learning Centre (TLC) - Charity Number: 1149514		
Contact name			
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	Purchase of Equipment to support Phase 2 of Sat School, Adult Training & School Language Clubs		
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>	Most students receiving tuition support at TLC are from economically deprived homes with very little income to pay tuition fees. By providing lessons at highly subsidised rates TLC makes accessible what is usually only the preserve of the few who can afford to pay for private lessons. The improvement in academic performance, confidence & skills of these disadvantaged children is evident in the reports received from school & parents. TLC barely covers the cost of tuition. Supporting us to purchase these items of equipment will reduce overheads significantly & enable us to enrol more students		
In which community area does your project take place? <i>(Please give name – see section 3)</i>	Trowbridge		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date	No <input type="checkbox"/>

**I/we have discussed our project
with our Wiltshire councillor?**

Yes

Date

No

Where will your project take place?	Hired hall on the Trowbridge United Church premises & local schools
When will your project take place?	April 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>	Survey results to questionnaires distributed to main stream schools gave a resounding support from students advocating for heritage activities as well as tuition support mainly in Maths, English, Science & languages. Support from local school headteachers in participating in TLC programmes like the "Hop on The Languages Bus Project" and promoting TLC services to pupils all indicate that TLC fills a niche in the market and plays a unique role. Feedback obtained from roadshows organised indicated a high number of adults wanting to 'brush up' on their skills. Enquiries from parents also give us an indication of what needs are most pressing to meet.
How many people will benefit from your project?	200
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.	Academic performance & achievement are highly improved & students are better prepared for selection into higher education and social empowerment Theme 7
Any other information about your project. (Limited to a 1000 characters)	
As a learning institution printing costs are very high. An industrial printer/photocopier will reduce costs significantly. TLC has since inception provided tuition support through the Saturday School & After School Tuition programmes to 8 A' level , 12 GCSE & 20 students in KS 1-3 in Maths, English, Physics, Chemistry, Biology, Spanish & French. Literacy, numeracy & language lessons are also provided to adults. The founding trustees have sponsored a good number of students while paying tutors the going competitive rates. The Hop on the Languages Bus project currently being run in collaboration with Trowbridge Library has over 90 pupils from Trowbridge participating. Projects lined up like Summer School 2013, Celebration of Culture and the Ethnic Dance/Music Club will all benefit greatly from these items of equipment we wish to purchase. TLC will provide a better quality of service if supported to acquire some of these items.	
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 checked="" type="checkbox"/>
Could your project be funded from your reserves?	Yes <input type="checkbox"/> No <input checked="" 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 checked="" 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"/>	Female	<input type="text"/>
25 – 50 years	Male	<input type="text" value="2"/>	Female	<input type="text" value="2"/>
Under 25 years	Male	<input type="text"/>	Female	<input type="text"/>
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?
Alternative funding is being sought from Santander Foundation

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?

By recording & comparing results of student performance levels in initial & continuous termly assessments progress can be monitored & evaluated. Results will be benchmarked against existing standards & information on student levels of performance for a fair deduction on how effective it has been. Questionnaires will be given to parents & students to assess their satisfaction with our service

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*)?

Name of Funder

Amount Applied For

Amount Received

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

Trowbridge Town Council

1,000

1,000

St. James Parish

1,000

500

Santander Foundation

3286

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).

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: March	Year: 2013		
A - Total income:	£19,199			
B - Minus total expenditure:	£21,103			
Surplus/deficit for year: (A minus B)	£(1,904)			
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£215			
5. Financial information – If you can claim back V.A.T. please <u>exclude</u> 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	
Furn/Fittings	£1,640	Own fundraising/reserves		£1,500
Laptops/ Desktop PC-	£980			£
Projector&Tripod Scree	£558	Parish/town council		£1,500
Prof. Photocopier	£2,229			£
Lighting /Stage Props	£1,913	Trusts/foundations		£
Trad. Instruments	£1,782	Santander Foundation		£3,286
Binding/Trimmer	£476	In kind		£
Poster Stands/Boards	£392			£
Whiteboards Flip chart	£816			
	£	Other		£
	£			£
Total Project Expenditure	£10,786	Total Project Income		£6,286
Total project income B		£6,286		
Total project expenditure A		£10,786		
Project shortfall A – B		£4,500		
Grant sought from Wiltshire Council Area Board		£4,500		
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
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- 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:

Date: 21/01/2013

Position in organisation: Trustee

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

Reference no
Log no
For office use

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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	Trowbridge Civic Society
Contact name	
Contact address	
Contact number	e-mail
Organisation type	Charity
2. Your project	
Project Title/Name	Sir Isaac Pitman Anniversary Project
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>	In this, the 200 th anniversary year of the birth of Sir Isaac Pitman, we are seeking to highlight the historical importance of this locally born but internationally recognized historical figure. This will be achieved through the updating of an existing high quality Pitman trail combined with educational installations around the town which will be based on Pitman's beliefs, philosophy and achievements.
In which community area does your project take place? (Please give name – see section 3)	Trowbridge
I/we have discussed our project with the town/parish council?	Yes Date 28/01/13
I/we have discussed our project with our Wiltshire councillor?	N/A Date

Where will your project take place?	Throughout the town centre	
When will your project take place?	June 2013	
How did you discover there was a need for your project (<i>please provide evidence</i>) 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>	Trowbridge Museum and the Town Council have been contacted by the national press including The Independent asking about the significance of Sir Isaac Pitman and what Trowbridge is doing to commemorate the 200 th anniversary of his birth. Trowbridge Museum has put on a temporary exhibition about him as well as highlighting their permanent display dedicated to him. In addition the Civic Society and the Museum were planning to update the existing Pitman trail when a Wiltshire based company approached town based organizations with regard to utilizing empty shop units to promote the town. This resulted in the formulation of an interactive Pitman trail which will provide educational benefits to Trowbridge visitors. The concept will instill pride amongst locals, inform as it will focus on facts about Pitman his vegetarianism, the worldwide impact of his invention of shorthand and it will be part of an ongoing marketing strategy to establish Trowbridge as a tourist destination particularly as this year Trowbridge is on the national stage.	
How many people will benefit from your project?	Projects of this type are accessible and beneficial to a wide cross-section of the residential and business community as well as to tourists and visitors.	
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.	<p>P1 Economy, Tourism: This project will highlight the town's rich heritage and improve its accessibility to tourists which will draw more tourists to the town thus boosting the local economy.</p> <p>P4 BA14 Culture: The project has the potential to link with this year's Arts Festival</p> <p>P6 Environment: Masking empty shop units in the town and transforming them into an attractive cultural experience which will draw tourists and instill pride in the local population.</p> <p>P7 Education: historical references presented in an engaging and lively way will appeal to a wide range of ages.</p>	
Any other information about your project. (Limited to a 1000 characters)		
Please see supplemental data		
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?		No
Could your project be funded from your reserves?		No
Is your project urgent (having to be completed in this financial year?) <i>If you answer YES please provide evidence elsewhere on the application form</i>		Yes

Are you in receipt or anticipating other funding from other Wiltshire Council departments for this project?	No
---	----

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

Year ending:	Month:	Year:
A - Total income:	£ 2869.51	
B - Minus total expenditure:	£ 2301.13	
Surplus/deficit for year: (A minus B)	£ 568.38	
Free reserves currently held (i.e. money not committed to other projects/ operating costs)	£ All reserves are to be utilised towards paying for a series of plaques on the Pitman Trail in this commemorative year.	

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	
Design, Artwork and Installation of 10 units	£ 7947.36 (inc VAT)	Own fundraising/reserves	P £ 4329.93 (P)
7,500 leaflets	£ 712.50		P £
	£	Parish/Town council	C £
	£		£
	£	Trusts/foundations	£
	£		£
	£	In kind	£
	£		£
	£		
	£	Other	£
Total Project Expenditure	£ 8,659.86	Total Project Income	£ 4,329.93
Total project income B	£ 4,329.93		

Total project expenditure A	£ 8,659.86
Project shortfall A – B	£ 4,329.93
Grant sought from Wiltshire Council Area Board	£ 4,329.93
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:

Date: 30/01/13

Position in organisation:

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



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	Friends of Biss Meadows Country Park		
Contact name			
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	Landscaping at Biss Meadows Country Park Pond Renovation Project		
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>	Last October we 90% completed a £70k Big Lottery / Community Spaces project to restore the pond and make improvements to paths, seating, interpretation area, tiered seating for school parties, etc. Ground works around this seating proved difficult compounded by the heavy rain. Architect recommend work stop until spring 2013 and that we fund additional landscaping work to restore the area. By landscaping to a satisfactory standard it will cease to distract from the fantastic works around the rest of the pond, be safer for children, deter vandalism and look good for our expected Royal opening.		
In which community area does your project take place? (Please give name – see section 3)	Trowbridge		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/> <input type="checkbox"/>	Date 22/Nov/12	No
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/> <input type="checkbox"/>	Date 6/Feb/13	No <input type="checkbox"/>

Where will your project take place?	Biss Meadows Country Park, nr Broadcloth Lane East, Trowbridge
When will your project take place?	April 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>	Planned works required extra sub-soil and it was agreed by all parties to excavate a large flat area in front of the tiered educational seating as this area could be used to erect gazebos and stage our wildlife events and art events. But the ground proved extremely difficult (clay and rubble) and then heavy rain turned it into a quagmire. The ground is very lumpy and difficult to walk on. This landscaping will make the educational seating area safer, attractive and pleasant to use. It will complete our Pond Restoration Project. All these give improved well-being of our citizens.
How many people will benefit from your project?	1,000s visitors; 100s schoolchildren
How does your project demonstrate a direct link to the local community plan for your area? (see www.wiltshire.gov.uk/areaboards) or priorities of your area board) Please provide a reference/page no.	Trowbridge Community Area Plan 2011: supports the environment and childrens' education Themes 2, 6, 7
Any other information about your project. (Limited to a 1000 characters) Since October the Friend's working parties have continued to work on the pond area to ensure this area is ready for the big launch event in May/June. We are engaging with those showing anti-social behaviour. We work with Community Payback, Probation Service and local schools. We have had tremendous support from passersby, but also criticism by some about the state of the ground. We agree this needs rectifying but are short of funds.	
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	3	Female	1
25 – 50 years	Male	5	Female	
Under 25 years	Male		Female	
Disabled People	Male		Female	
Black and Minority Ethnic people	Male	1	Female	

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

We have a Sustainability Grant (SG) to fund the coming year's events, training and maintenance tools - the tools will last for many years. All this work is done by volunteers. SG cannot be used for capital works.

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 undertook a survey to understand people's priorities and we involved local schools in identifying the educational opportunities. This shaped our design and build. We will measure attendance at events and school visits (Longmeadow has already run one event with tree planting and art work at the new facilities, and John O'Gaunt recently helped build a willow screen). We will run another survey.

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*)?

Name of Funder

Amount Applied For

Amount Received

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

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).

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: 2011	Month: Dec	Year: 2011		
A - Total income:	£5002.62			
B - Minus total expenditure:	£4743.80			
Surplus/deficit for year: (A minus B)	£258.82			
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£473.88			
5. Financial information – If you can claim back V.A.T. please <u>exclude</u> 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	
Landscaping (5Rivers)	£1,536	Own fundraising/reserves		£
20t topsoil (Acres)	£790			£
	£	Parish/town council		£
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£	Other		£
	£	Big Lottery Contingency funds	C	£1,163
Total Project Expenditure	£2,326	Total Project Income		£1,163
Total project income B		£1,163		
Total project expenditure A		£2,326		
Project shortfall A – B		£1,163		
Grant sought from Wiltshire Council Area Board		£1,163		
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) 20/12/11
- 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:

Date: 06/02/2013

Position in organisation:

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

Reference no
Log no
For office use

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		Sounding it Out Community Choir Association	
Contact name			
Contact address			
Contact number		e-mail	
Organisation type		Not for profit organisation	
2. Your project			
Project Title/Name		Building Bridges - the Trowbridge Song Project	
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>		<p>Building Bridges is a community project which aims to:</p> <ul style="list-style-type: none"> • • Increase understanding, friendship, and appreciation of the cultural heritage, values and beliefs of different ethnic groups in Trowbridge (including White British), through the use of song • • Develop awareness among young people and Trowbridge town in general, aspects of their own cultural wealth and heritage <p>This will be achieved by:</p> <ul style="list-style-type: none"> • • Facilitating the collecting of songs from different ethnic groups and cultures • • Facilitating the collecting of stories of how people came to Trowbridge • • Co-ordinating a series of events to enable the public to share in these stories and songs including a high profile performance in the Civic Centre • • Creating a Trowbridge exhibition of photos, film, audio of song and story. 	
In which community area does your project take place? <i>(Please give name – see section 3)</i>		Trowbridge	
I/we have discussed our project with the town/parish council?		Not as yet. We are currently preparing a document, which summarises the project for Town Councillors which will invite their feedback. We hope to	

	distribute this by email to the Councillors before the Area Board meeting where this application will be discussed. Date
I/we have discussed our project with our Wiltshire councillor?	Yes, with Stephen Oldrieve, Councillor for Trowbridge Paxcroft.

<p>Where will your project take place?</p>	<p>Various locations in Trowbridge, including the Civic Centre, all within the Trowbridge Community Board area - Trowbridge, Southwick, Hilperton, North Bradley & West Ashton.</p>
<p>When will your project take place?</p>	<p>Over two years, 2013-2015</p>
<p>How did you discover there was a need for your project (<i>please provide evidence</i>) and how will your project benefit your local community?</p> <p><i>Important: Please do not type/write in paragraphs – This section is limited to 700 characters only (inclusive of spaces)</i></p>	<p>There are many different ethnic cultures in Trowbridge, amongst them: Moroccan, Caribbean, Polish, Turkish, Bangladeshi, Portuguese, Chinese and Filipino. Trowbridge, along with Salisbury, is the most ethnically mixed town in Wiltshire. (ECBL data.) Wiltshire Council recognises the need to integrate communities by funding groups like ECBL and by its Equality and Inclusion Team, whose aims include to 'work with internal and external partners to promote good community cohesion and inclusion.'</p> <p>The benefits of the project are building strong ties between groups, developing respect and education of each others cultures, and bridging gaps between communities as well as between generations within those communities.</p> <p>We've consulted informally with many different community groups and Wiltshire officers about this project :</p> <p>Peter Tyas, Head of Arts and Heritage Wiltshire, Simon Weintroub, Programme Leader - Media Production (TV & Film) at Wiltshire College , Trowbridge Tracy Sullivan, John Feane from BA14 Carl Davis ECBL WREC Meryl Morgan Arts Development officer Farzana Saker, West Wilts Inter Faith Forum Polish Social Club. We have already spent 2 hours recording Emelia Kenich's story. Glenys Henriette- W. Wilts multifaitth women's group, English forum Wali Abdur Raman, Wiltshire Islamic Cutral Centre Rose Young Chair of West Wits Community Club. The choir has had 2 meetings already with WWCC, sharing and singing songs. See attached email from Rose Young. They are very enthusiastic to be involved. Rosie Upton Trowbridge Village Pump Folk Club</p> <p>The project's aims have resonated with many people we've spoken to, who are keen to be involved.</p>
<p>How many people will benefit from your project?</p>	<p>Approx 1k directly, 10k indirectly</p>
<p>How does your project demonstrate a direct link to the local community plan for your area? (see www.wiltshire.gov.uk/areaboards) or priorities of your area board) Please provide a reference/page no.</p>	<p>'OUR AIM: To support, develop and sustain a wide range of cultural activities and to encourage a vibrant and inclusive community.'</p>

Any other information about your project. (Limited to a 1000 characters)

Sounding it Out Community Choir meet weekly in Trowbridge. Many of us have sung together for 16 years. We have performed at community events such as Arc Theatre Trowbridge, Party in the City, Bath, Cleeve House carols, Wiltshire Music Centre, Bath Abbey, Send a Cow and Water Aid charity events, West Wilts Community Club, Trowbridge Christmas Lights, Wiltshire Celebration of Diversity event, Trowbridge 9.3.13, BA14 Dance Bazaar/Sounding It Out Song and Dance events 2011.

The project will be led by a small committee of Sounding it Out members and Candy Verney, the choir leader. Candy has 30 years experience using song and voice to build bridges. She has worked in nursing homes, hospitals, Wiltshire Council and businesses, using singing as a medium to cross cultural understanding. All committee members have experience and enthusiasm for community work: Miriam Zaccarelli is Town Clerk to Melksham Council, initiating and supporting community events; Mike Groves has expertise in local business, also Erlestoke prison; Sarah Talbot Williams works in Health and Disability charities; Robin Botley works with youth at risk; Nell Farrally is an Arts Producer and Project Manager, has successfully applied for arts funding for projects in Trowbridge schools.

Choir members live in Trowbridge, Westbury, Warminster, Bradford on Avon, Devizes and surrounding villages. 25 members of the choir have expressed interest to be involved in a voluntary capacity.

Through our wealth of shared singing experience, we recognise that singing has enormous power to bridge barriers and build trust and understanding. (See attached email from Rose Young, West Wilts Community Club) The overarching aim of the Building Bridges project is to create a lasting legacy of stronger ties built between different communities throughout Trowbridge, with high profile performance and display so that the whole town will recognise a more integrated community.

The project will start with the gathering of stories and songs from the diverse ethnic groups on audio and video. Songs will be arranged for performance at several small events - including linking with existing events, e.g. Trowbridge Arts Festival - in which groups sing each others songs, culminating in a high profile performance at the Civic Hall in Trowbridge in 2015 and a large photographic and audio display.

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

No

Could your project be funded from your reserves?

No

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

No

3. Management

How many people are involved in the management of your group/organisation? 7
Of these, how many are:

Over 50 years	Male	2	Female	1
25 – 50 years	Male		female	4
Under 25 years	Male		Female	
Disabled People	Male		Female	
Black and Minority Ethnic people	Male		Female	1

<p>If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?</p>			
<p>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?</p> <p>How will you know whether your project has made a difference in the community?</p> <p>We recognise that such a large scale project requires a rigorous evaluation, and this is the one aspect of the project where we need help. We intend to engage an evaluator who is experienced at evaluating community arts projects who will help us to create an evaluation plan and tools to measure how well the project is achieving it's aims. It's likely that a range of evaluation data collection methods will be used including written questionnaires, structured interviews and focus groups. The evaluation plan will be designed to measure how successful we are at achieving the project's aims. We will gather data from a range of people involved in the project. We will know if the project has made a difference if people tell us that their knowledge and understanding of other cultures has increased due to this project. There will be a lasting legacy of this project – a rich heritage gathered in the stories and song which will be kept by the Wiltshire Heritage Centre and available for others to access in the future.</p>			
<p>Has Charities Information Bureau (CIB) helped you with this application/to seek funding for this project?</p>	<p>No</p>		
<p>To whom have you applied for funding for this project (<i>other than Wiltshire Council</i>)?</p> <p><i>Please list with amount applied for and whether you have been successful</i></p>	<p>Name of Funder</p>	<p>Amount Applied For</p>	<p>Amount Received</p>
	<p>Grants for the Arts, Arts Council England.</p> <p>Application is due to be submitted by end of Feb 2013.</p>	<p>£37,398K</p>	
	<p>Trowbridge Town Council, in respect of the Civic Hall hire</p>		
<p>Have you or do you intend to apply for a grant from another area board within this financial year?</p> <p><i>If yes, please state which one(s).</i></p>	<p>No</p>		
<p>Are you in receipt or anticipating other funding from other Wiltshire Council departments for this project?</p>	<p>No</p>		

4. Information relating to your last annual accounts (if applicable)			
Year ending:	Month: Sept	Year: 2012	
A - Total income:	£ 14750.50		
B - Minus total expenditure:	£ 14289.00		
Surplus/deficit for year: (A minus B)	£ 461.50		
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£ 0.00 NB The figures above belong to SIO association, but do not relate to Building Bridges project. They relate to 2 trips to Bulgaria and Brecon, that the choir went on. This money was raised by choir members specifically for this purpose.		
5. Financial information – If you can claim back V.A.T. please <u>exclude</u> 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		£
Recording Equipment £639			
Transcription software and transcription work. History Centre will fund. In kind. £2000	C	Transcription software and transcription work. History Centre will fund. In kind.	£2000
Staff: Artistic, recording of songs and stories, event creation, project management, co=ordination, marketing + Admin £36,950	P	Grants for the Arts, Arts Council England	£37,407
Recording and collection of songs and stories- volunteers @£50 x 35 days. In kind. £1750	C	Recording and collection of songs - volunteering - in kind @£50 x 35 days.	£1750
Office overheads £2068			
Publicity: website, logo and identity creation, Social media pages, advertising costs. £3550			
Evaluation £2000			
Public engagement events: 4 major events: venue hire @£250 + technical support. £1800			
Public engagement events: 10 small events, venue hire @£100. £1000			
Performance by 20 members of choir at 10 small events @£30. In kind. £6000	C	Performance by 20 members of choir at 10 small events @£30 - in kind	£6000
Performance by 45 members of choir at 4 large events @£30. In kind. £5400	C	Performance by 45 members of choir at 4 large events @£30	£5400
	P	Ticket sales: 10 small events. 30 @£5	£1500
	P	Ticket sales: 1 major event. 250@£8	£2000
	P	Ticket sales: 3 major events- 100@£7	£2100
£63,157			£58,157
Total project income B	£58,157		
Total project expenditure A	£63,157		
Project shortfall A – B	£5,000		

Grant sought from Wiltshire Council Area Board	£5,000 We are asking Wiltshire Council to fund specifically: Recording Equipment, Public engagement events, and some publicity.
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) r 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:

Date:

Position in organisation:

31 .1.2013

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



Small Grant Application Form

2012/2013

For small projects requiring funding - maximum award £350
where total projects costs do not exceed £350

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

1. Your organisation or group

Name of organisation	Preserve Our Past		
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input checked="" type="checkbox"/> Other, please specify		

2. Your project

Project Title/Name	Dating the Oldest House in Trowbridge		
Please briefly tell us about the project /activity you want to organise and why <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	<p>The aim of the project is to date the oldest house in Trowbridge using dendro chronology as well as produc a written report on the actual construction of the building.</p> <p>The building in Church Street is said to be a 15th century Medieval 'hall' house, yet the British Listed buildings website dates it to the 17th century. The project aims to provide clearer evidence as to the date of the building and its place in the Medieval town.</p> <p>Sampling involves small 10mm diameter cores being taken from the timbers in order to identify the year the tree was felled and its subsequent year of construction.</p>		
In which community area does your project take place? (Please give name – see section 3 of the grants pack)	Trowbridge, Wiltshire.		
Where will your project take place?	Trowbridge, Wiltshire		
When will your project take place?	If and when a grant is awarded		

<p>How will your project benefit your local community?</p> <p><i>Important: This section is limited to 300 characters only (inclusive of spaces).</i></p>	<p>This project will promote Trowbridge and its historic past by dating a building such as the 'hall house', which will increase the interpretation for local people concerning their medieval past. The results will be made freely available to all</p>		
<p>How many people will benefit from your project?</p>	<p>local people and those visiting</p>		
<p>Any other information about your project. Avebury, Salisbury and Bradford on Avon have all undertaken dendrochronology within their towns and we would like to include Trowbridge due to the important nature of this particularly historic building.</p> <p>The town of Trowbridge expanded during 12th and 13th and 14th centuries and although those original buildings no longer survive, the 'hall house' in Trowbridge may now be the town's oldest building, possibly dating from the 15th century. This project if successful will contribute towards our understanding of this wonderful building and may provide evidence as to its date in our town's history.</p> <p>The sampling will be undertaken by Dr Andy Moir from Tree dating Services and the project will be overseen by Dr Richard Haddlesey, an expert in Medieval Architecture.</p>			
<p>3. Funding</p>			
<p>What will be the total cost of your project?</p>	<p>£ 350</p>		
<p>How much funding are you applying for (maximum £350)?</p>	<p>£ 350</p>		
<p>If you are expecting to receive any other funding for your project, please give details</p>	<p>Source of Funding</p>	<p>Amount Applied For</p>	<p>Amount Received</p>
<p>Name of the organisation and the bank account name (but not the number) your grant funding will be paid in to: (Please Note: we cannot pay money into an individual's bank account)</p>			
<p>4. Declaration (on behalf of organisation or group) – I confirm that...</p>			
<p><input checked="" type="checkbox"/> The information on this form is correct and that any grant received will be spent on the activities specified</p> <p><input checked="" type="checkbox"/> Any form of licence, insurance or other approval for this project will be in place before the start of the project outlined in this application</p> <p><input checked="" type="checkbox"/> That acknowledgement will be given of Wiltshire Council support in any publicity, printed or website material.</p> <p><input checked="" type="checkbox"/> I give permission for press and media coverage by Wiltshire Council in relation to this project.</p>			
<p>Name:</p> <p>Position in organisation: Secretary</p>	<p>Date: 14/02/2013</p>		

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



Area Board Projects and Councillor Led Initiatives

Application Form 2012/2013

To be completed by the Wiltshire Councillor leading on the project

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

1. Contact Details	
Area Board Name	Trowbridge
Your Name	Jeff Osborn
Contact number	e-mail .
2. The project	
Project Title/Name	Contribution to the cost of replacement of security fence at Woodmarsh Football ground - Trowbridge Town Football Club
Please tell us about the project /activity you want to organise/deliver and why? <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	Trowbridge Town Football Club, based on Woodmarsh, runs over twenty junior and adult teams. They have spent thousands of their own funds on improving and securing the ground, but regrettably they have been subject to a series of criminal damage incidents that have destroyed the security fence they erected. The Police are trying to apprehend the culprits but in the meantime with the fence down the ground is open to more criminal damage which the club can ill afford to pay for.
Where is this project taking place?	Woodmarsh Football Ground,
When will the project take place?	As soon as fundraising is complete, hopefully within next two months
What evidence is there that this project/activity needs to take place/be funded by the area board?	Without the Woodmarsh ground being made secure, criminal damage will continue and it is very likely that Trowbridge Town Football Club will close and hundreds of local children will be denied access

How will the local community benefit?	Provision of safe recreational/sports ground for players and spectators of all ages. Give Trowbridge a sporting asset to be proud of. Allow the club to consolidate and enable more youth - boys and girls - to participate in 2790 worthwhile healthy activity.		
Does this project link to a current Community Issue? (if so, please give reference number as well as a brief description)	Yes - 2790		
Does this project link to the Community Plan or local priorities? (if so, please provide details)	Theme 5 Sport & Active Leisure		
What is the desired outcome/s of this project? A safe and secure ground so that the club can continue and go from strength to strength			
Who will be responsible for managing this project? Ralp McCaldon, Chairman of Trowbridge Town Football Club			
3. Funding			
What will be the total cost of the project?	£ 27,000		
How much funding are you applying for?	£ 5,000		
If you are expecting to receive any other funding for your project, please give details	Source of Funding	Amount Applied For	Amount Received
	Volunteer Fund Raising	15,000	
	St James Trust	5,000	
	Studley Green TARA	25	25
Please give the name of the organisation and bank account name (but not the number) your grant will be paid in to. (N.B. We cannot pay money into an individual's bank account)			
4. Declaration – I confirm that...			
<input type="checkbox"/> The information on this form is correct and that any grant received will be spent on the activities specified <input type="checkbox"/> Any form of licence, insurance or other approval for this project will be in place before the start of the project outlined in this application			
Name: Jeff Osborn			Date: 31 January
Position in organisation: Wiltshire Councillor			
Please return your completed application to the appropriate Area Board Locality Team (see section 3)			

