



## Community Area Grant Application Form 2010/2011

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  
**We strongly advise that you contact your Community Area Manager before completing your application.**

| 1 - Your organisation or group  |   |               |  |
|---|---|---------------|--|
| <b>Name of organisation</b>   | Sunflowers Pre School   |               |  |
| <b>Contact name</b>   |   |               |  |
| <b>Contact address</b>  |   |               |  |
| <b>Contact number</b>   |   | <b>e-mail</b> |  |
| <b>Organisation type</b>  | Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/><br>Other, please specify   |               |  |
| 2 – Your project  |   |               |  |
| <b>In which community area does your project take place? (Please give name – see section 3 of the grants pack)</b>                            | Pewsey  |               |  |
| <b>Does your town/parish council know about your project?</b>   | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>   |               |  |
| <b>What is your project?</b><br><b>Important: This section is limited to 300 characters only (inclusive of spaces).</b>                       | Sunflowers is a committee run Pre School following the Early Years Foundation Stage curriculum. It was established in 2003 and now has its highest ever number of children on roll (15). Additional resources are required for this larger group of children and to replace existing resources. |               |  |
| <b>Where will your project take place?</b>  | Sunflowers operates from a purpose built classroom at Grafton School  |               |  |
| <b>When will your project take place?</b>   | Ongoing (term time).  |               |  |
| <b>How many people will benefit from your project?</b>  | children, parents and staff – c50   |               |  |
| <b>How does your project demonstrate a direct link to the community plan for your area?</b><br><br><b>Please provide a reference/page no.</b> | Sunflowers Pre School contributes to the resilient communities vision of the Local Agreement for Wiltshire p.36   |               |  |

**What is the link between your project and other local priorities?** e.g. Priorities set by your area board and parish plans.

Sunflowers Pre School supports the following priorities in the Pewsey Area Plan

Education 5.6 and 5.8

Culture & Leisure 6.13

**How did you discover there was a need for your project and how will your project benefit your local community?**

**Important: Please do not type in paragraphs – This section is limited to 1200 characters only (inclusive of spaces)**

There are many young families in Grafton Parish and Sunflowers provides Pre School education for children aged 2 – rising 5. If Sunflowers did not exist then these local children would need to travel to other pre schools and nurseries including Bedwyn and Burbage. Sunflowers offers young children the opportunity to grow, develop and build networks within the Grafton community. Infrequent public transport means that car journeys would be necessary to reach alternative pre schools and nurseries. Sunflowers currently provides part time employment for 3 local members of staff. Sunflowers is a feeder Pre School to Grafton CofE Primary School and there are strong links between Sunflowers and KS1 (Infants) so that children are well prepared for the transition to school.

**Any other information about your project.**

Staff, parents and the voluntary committee work hard to promote Sunflowers and work with the Friends of Grafton on fundraising events to supplement fee income and the funding received for 3 and 4 year old children. However as a small pre school (maximum of 12 children to attend any session) Sunflowers has to keep discretionary spend low in order to ensure that we cover running costs (mainly salaries) which means we are unable to spend as much as we would like on new resources. Our income and expenditure summary shows just how carefully we manage our spending. Our annual running costs this year are greater than fee income so our fundraising makes up the shortfall. We are advised by Wiltshire Council to keep a contingency fund which we have built to the required level.

Our staff are imaginative and resourceful but there are some items of equipment which would really add to the children's experience at Sunflowers and we know that we will not be able to fund them ourselves.

### 3 - Management

**How many people are involved in the management of your group/organisation? 7**

**Of these, how many are:**

|   |             |                      |               |                                |
|---|-------------|----------------------|---------------|--------------------------------|
| <b>Over 50 years</b>                    | <b>Male</b> | <input type="text"/> | <b>Female</b> | <input type="text" value="1"/> |
| <b>25 – 50 years</b>                    | <b>Male</b> | <input type="text"/> | <b>Female</b> | <input type="text" value="6"/> |
| <b>Under 25 years</b>                   | <b>Male</b> | <input type="text"/> | <b>Female</b> | <input type="text"/>           |
| <b>Disabled People</b>                  | <b>Male</b> | <input type="text"/> | <b>Female</b> | <input type="text"/>           |
| <b>Black and Minority Ethnic people</b> | <b>Male</b> | <input type="text"/> | <b>Female</b> | <input type="text"/>           |

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

Children aged 3+ benefit from the Nursery Education Grant for 15 hours a week. In addition Friends of Grafton (supporting Sunflowers and Grafton School) has an extensive fundraising/community events programme. In the year 2008/9 the Sunflowers share of Friends of Grafton fundraising was £2,500 – significantly higher than previously due to a generous donation from a locally organised event. For 2009/10 we expect that it will be just over £1,000

**If you were not awarded the full amount requested, what would be the impact on your project?**

Fewer resources available for children making the pre school experience less attractive. Potentially meaning that parents would consider Pre Schools and Nurseries outside of Grafton Parish.

**How will you know whether your project has made a difference in the community?**

We would expect to see a continued upward trend in numbers of children on roll at Sunflowers Pre School

**Have you contacted Charities Information Bureau for help with your application/ to seek funding?**

Yes

No

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

none

**Have you been successful?**

Yes

No

**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 ones.**

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

Yes

No

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

**Year ending:**

**Month:** August

**Year:** 2009

**A - Total income:**

£15,132

**B - Minus total expenditure:**

£15,378

**Surplus/deficit for year: (A minus B)**

£246

**Free reserves held:**

£0

## 5 - Financial information

| Project Costs A<br>Please provide a <u>full</u> breakdown e.g. equipment, installation etc. |             | Project Income B<br>Please list all sources of funding for this project, as provisional (P) or confirmed (C) |          |
|---|-------------|--|----------|
|   |             |  | P/C      |
| Homecorner (oven, fridge, etc.)   | £250        | Own fundraising/reserves   | £        |
| Garden Sail (weather protection)  | £161        |  | £        |
| Sand/water play   | £125        | Parish/town council  | £        |
| Titchy tubs   | £229        |  | £        |
| Number penguins   | £120        | Trusts/foundations   | £        |
| Mirrors   | £36         |  | £        |
| Sail installation   | £60         | In kind  | £        |
|   | £           |  | £        |
|   | £           | Other  | £        |
|   | £           |  | £        |
|   | £           |  | £        |
|   | £           |  | £        |
|   | £           |  | £        |
| <b>Total Project Expenditure</b>  | <b>£981</b> | <b>Total Project Income</b>  | <b>£</b> |

|   |      |
|---|------|
| <b>Total project income B</b>   | £0   |
| <b>Total project expenditure A</b>  | £981 |
| <b>Project shortfall A – B</b>  | £981 |
| <b>Award sought from Wiltshire Council Area Board</b>                             | £981 |
| <b>Bank Details</b>   |      |
| <b>Please give the name of the organisations' bank account e.g. Barclays</b>      |      |
| <b>Please give the title name of the organisations' bank account e.g. current</b> |      |

## 6 – Supporting information – Please enclose the following documentation

### Enclosed (please tick)

- Written quotes including the one you are going to use
- Latest inspected/audited accounts or annual report
- Income and expenditure budget for current financial year
- Project budget (if applicable)
- 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 - Equalities and Inclusion – Wiltshire Council is committed to ensuring that its work through the Area Boards benefits all sections of our community and promotes equality and inclusion. To assist us in assessing how your application aims to meet our commitment to equality and inclusion, please provide a brief answer to the following:**

**a) How does your project work to either (a) promote equality and access to services/facilities, and/or (b) reduce disadvantage?**

Sunflowers Pre School extends the range of children's services available in Grafton Parish and therefore ensures that Grafton is a thriving and resilient community in its own right - rather than merely being a dormitory community to neighbouring towns and village.

**b) How does your project work to promote inclusion, participation and good community relations?**

Parents and children attending Sunflowers interact with others in the community and build local support networks - reducing the likelihood of rural isolation and/or the need to travel to other communities for children's activities.

**c) Is your project targeted at a specific group? If yes, please tick any of the following which apply**

- Under 25's     Over 50's
- Mostly or all men/boys                       Mostly or all women/girls
- Specific minority ethnic groups (please state which groups)
- Specific faith groups (please state which groups)
- People/families on low income
- Other disadvantaged groups (please state which groups)

**8 - Declaration (on behalf of organisation or group) – I confirm that...**

- I have read 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 an award is received, I will complete and return an evaluation sheet.
- That any other form of licence or approval for this project has been received prior to submission of this application.
- That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application.     Child Protection     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:

Position in organisation:

Please return your completed application to the appropriate Area Board Locality Team