

Community Area Grant Application Form

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**

1 - Your Organisation or Group			
Name of Organisation	Economy & Tourism Group, WVCP		
Contact Name	Christine Montagu, Secretary		
Contact Address			
Contact number		e-mail	
Organisation Type	Non profit organisation <input checked="" type="checkbox"/> Parish/Town Council <input type="checkbox"/> Other <input type="checkbox"/>		
2 - Your Project			
In which Community Area does your project take place? (Please give name – see pp 2-4 of funding pack)	Warminster		
In which Parish does your project take place?	Warminster & district		
What is your project?	To publish and widely distribute a "Buy Local" Christmas Gift leaflet to encourage local spending.		
Where will your project take place?	Warminster and surrounding area		
When will your project take place?	October to December 2009		
Does your project demonstrate a direct link to the Community Plan for the area? If YES, please provide a reference/page no.	YES <input checked="" type="checkbox"/> Page 8 - Theme 1 NO <input type="checkbox"/>		
Please confirm your project will have commenced by 31st March 2010	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>		
What community benefits will your project provide and, who are the beneficiaries (e.g. numbers of people, age, gender, particular groups) <small>IMPORTANT: PLEASE DO NOT TYPE IN PARAGRAPHS – THIS SECTION IS LIMITED TO 1500 CHARACTERS ONLY (INCLUSIVE OF SPACES)</small> The purpose of creating and publishing a Christmas gift ideas leaflet is to encourage local people and visitors to do their Christmas shopping in Warminster. The leaflet will show a wide variety of gifts for all ages that can be bought in town, and make people aware of outlets and unusual gifts they might not otherwise have considered. A greater footfall in the town will benefit local traders by increasing business and thus make Warminster more vibrant. Money spent locally supports local jobs and improves the well-being of the community. Customers enjoy good service, cut their travel times and costs and reduce their individual carbon footprint by shopping locally - a win win situation all round for everyone - traders, local people and visitors.			

Wiltshire Council will be unable to meet the ongoing costs of your project. Please describe, therefore, how you will ensure the financial sustainability of your project beyond the period of this grant (if successful)?

We have asked for and obtained some sponsorship to cover some but not all of the costs of this project. The Warminster and Villages Community Partnership, our overarching body, is active in helping us to find funds to continue our work after this project has been completed.

3 – Additional information to support and strengthen your application e.g consultation, community involvement, energy efficiency measures

Please tell us more about the organisations and groups that are involved in your project, who will benefit from the award and how will you know that it is making a difference.

IMPORTANT: PLEASE DO NOT TYPE IN PARAGRAPHS – THIS SECTION IS LIMITED TO 1500 CHARACTERS ONLY (INCLUSIVE OF SPACES)

Traders were very positive about the publication of the free 2008 Christmas leaflet we produced. It had a print run of 750 copies and the small costs were borne by the WVCP. The Economy and Tourism Group feel it is important to support local businesses again this year, especially as road works in town and the recession have made trading more difficult for them during 2009. We have designed a simple but distinctive leaflet of the same size (A4 trifold) which includes as many of the businesses as possible. Feedback from last year indicated that increased distribution would greatly enhance awareness and be highly advantageous. Introducing the leaflet in October rather than November would also be beneficial. We therefore plan to print 12,000 copies this year and distribute them as inserts in the local paper (Warminster Journal) and in a free local magazine (Warminster Way and Villager) as well as in the library, Warminster Information Centre, and other public places. We plan to ask the 30+ traders featured in the leaflet for feedback in January 2010.

4 – Relationship between your project and Wiltshire Council priorities. Which of the following statements apply to the project/service your hope to provide? Please tick as many as you think apply.

The project will:	
Engage with local people to find out their priorities and work with them to deliver solutions	<input checked="" type="checkbox"/>
Increase number of local people involved in regular volunteering	<input type="checkbox"/>
Increase the number of affordable homes	<input type="checkbox"/>
Improve access to services for people with dementia	<input type="checkbox"/>
Improve access to primary care services for people with learning disabilities	<input type="checkbox"/>
Encourage people to make lifestyle changes that will have a positive impact on the health of both themselves and their family	<input checked="" type="checkbox"/>
Improve adult participation in sport	<input type="checkbox"/>
Improve young people's participation in positive activities	<input type="checkbox"/>
Improve business productivity through innovation e.g. provide business with specific information, knowledge events and other support	<input type="checkbox"/>
Increase the number of people who feel safe in their community	<input type="checkbox"/>
Improve local area through intergenerational activities such as street clean ups and community events	<input type="checkbox"/>
Reduce perceptions of antisocial behaviour	<input type="checkbox"/>
Reduce deaths through accidents	<input type="checkbox"/>
Increase uptake of energy efficiency and renewable energy measures	<input type="checkbox"/>
Increase levels of recycling and re-using household waste especially amongst those people who currently do not recycle	<input type="checkbox"/>
Increase awareness of climate change adaptation, leading to action taken by individuals, communities and businesses	<input type="checkbox"/>
Reduce carbon emissions from transport through development, sustainable transport, traffic management and new technology	<input checked="" type="checkbox"/>
Improve local biodiversity	<input type="checkbox"/>

THE FOLLOWING INFORMATION MUST BE PROVIDED, FAILURE TO DO SO WILL RESULT IN THE APPLICATION BEING REJECTED

5 – Information relating to your last annual accounts (if applicable)

Year Ending: 'Please see attached letter	Month:	Year:
Total Income:	£	
Minus Total Expenditure:	£	
Surplus/Deficit for year:	£	
Reserves held:	£	

6 - Financial Information

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	
Printing of leaflet	£390	Warminster Churches Together	C	£50
Distribution	£180	Chamber of Commerce	P	£100
Analysis costs	£30	Private Donation	C	£50
	£			£
	£			£
	£			£
	£			£
	£			£
	£			£
	£			£
TOTAL PROJECT EXPENDITURE	£600	TOTAL PROJECT INCOME		£200
Total Project Income B		£200		
Total Project Expenditure A		£600		
Project Shortfall A - B		£400		
Award sought from Wiltshire Council Area Board		£400		
Is your organisation able to claim VAT?		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		

7 – Management

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

People Over 50 years	Male 2	Female 6
People Under 25 years	Male 0	Female 0
Disabled People	Male 0	Female 0
Black & Minority Ethnic people	Male 0	Female 0

8 – Supporting Information – Please enclose the following documentation

Enclosed (please tick)

- Latest inspected/audited accounts or Annual Report
- Income & expenditure budget for current financial year
- Project budget (if applicable)
- Terms of Reference/Constitution/Group Rules

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.

9 – Equal Opportunities – To assist us with our equalities monitoring please indicate whether your application is specifically targeted at people within one or more of the six equality strands. You may tick yes for more than one category e.g. if your project is for ethnic minority senior citizens.

Please note that by answering NO to any of the following questions WILL NOT PREJUDICE your application.

a) Is your project targeted towards, or of particular relevance to, people of a specific age?

Yes No If 'Yes' please tick... Under 25's Over 50's

b) Is your project targeted towards, or of particular relevance to, people with disabilities (physical or mental/emotional)?

Yes No

c) Is your project targeted towards, or of particular relevance to, people of a specific gender?

Yes No If 'Yes' please tick.... Male Female

d) Is your project targeted towards, or of particular relevance to, people of a specific sexuality?

Yes No If 'Yes' please tick.... Gay Lesbian Bisexual

e) Is your project targeted towards, or of particular relevance to, people from a specific ethnic background?

Yes No If 'Yes', indicate the ethnic background of the people who will benefit from your project.

White British Irish Other **Mixed** Mixed ethnic background

Asian or Asian British Indian Pakistani Bangladeshi Other Asian

Black or Black British Caribbean African Other Black

Chinese or other ethnic group Chinese Other ethnic group

f) Is your project targeted towards, or of particular relevance to, people from a specific religion or faith?

(e.g. a Muslim women's sports club, which encourages active participation, rather than promoting religious beliefs)

Yes No If 'Yes' please specify

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

Accounts and quotes where appropriate are enclosed.

A copy of our constitution or terms of reference are enclosed.

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 or printed material.

I give permission for press and media coverage by Wiltshire Council in relation to this project.

Name: Christine Montagu

Position in organisation: Group Secretary

Date: 09/09/2009

Please return your completed application to the appropriate Area Board Locality Team (see pages 9-10)