

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	Wiltshire Council, Libraries, Heritage & Arts		
Contact Name	Richard Violet		
Contact Address	Warminster Library, Three Horseshoes Walk, Warminster , Wiltshire, BA12 9BT		
Contact number	<table border="1" style="width: 100%;"><tr><td style="width: 50%;"></td><td style="width: 50%;">e-mail</td></tr></table>		e-mail
	e-mail		
Organisation Type	Non profit organisation <input type="checkbox"/> Parish/Town Council <input type="checkbox"/> Other <input checked="" 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 Community Area		
In which Parish does your project take place?	Warminster		
What is your project?	To appoint two Poets in Residence, Warminster Library		
Where will your project take place?	Warminster		
When will your project take place?	Oct 09 to Sept 10		
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"/> Pages 12 & 18 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>			
<p>The public will be able to engage with this activity in a number of ways, both immediately and in the long term. The overall aim of the project is to make poetry accessible to as many members of the community as possible, encouraging people of all age groups, abilities and backgrounds to creatively use and enjoy the written word. They will be able to engage as an audience by listening to poetry performances and actively participate by taking part in workshops – both written and performance - and master classes, as well as enter competitions, perform their own work and contribute to an exhibition. In addition to work with schools generally, part of the residency will be aimed at children with disabilities; children will be able to work individually, in pairs or in a group, one of the key aims being to use poetry as a way of helping the children to engage with their emotions. The benefits of performance include helping to raise confidence and communication skills. A further part of the residency will be to encourage adults with learning disabilities to explore words, their ambiguities and the way in which they are used to effect in the poetic form. Work with people suffering from mental illness will also be a feature of the initiative. In addition, the residency will include a performance to take place in the Wiltshire Literature Festival 2010 and an event to mark World Book Day in March. We would be aiming at approximately a thousand participants throughout the year.</p>			

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)?

The Residency is time limited, so it would not continue after the year was finished. However, it is hoped that various types of poetry groups may be formed as a result and these would be supported, in kind, by the library service in Warminster.

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.

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The project has the support, through grants, of Warminster Town Council, The Peter Gough Foundation and The Fudge Trust. While the Residency will be aimed at the general public, there are specific groups we would like to particularly benefit from the initiative: Adults with disabilities, (physical and learning), children, people suffering from mental health problems, where the therapeutic aspect of writing and reading poetry can be particularly beneficial, and people excluded from reading due to sight difficulties. We intend to work with the Warminster & Westbury Blind club, The White Horse Stroke Club, MIND, WAVE and Warminster Mencap and Gateway in these particular areas. (The Residency was originally suggested by a member of the Warminster Library Readers Group at the presentation ceremony for the Year of Reading short story competition, last year.) One of the Poets has already been appointed, (the second will be confirmed shortly). Chris Tutton is a popular workshop leader and performer, one of his workshops being cited by BBC executives as a "perfect example of a successful collaboration between the BBC and the library service." He has had several successful events at Warminster Library in the past and has appeared at many literature festivals throughout Britain.

4 – Relationship between your project and Wiltshire Council priorities. Which of the following statements apply to the project/service you 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 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 type="checkbox"/>
Improve adult participation in sport	<input type="checkbox"/>
Improve young people's participation in positive activities	<input checked="" 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 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: N/A	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	
Twelve events @ £150 each	£1,800	Grant from Peter Gough Foundatio	C	£750
Travel expenses for poets	£360	Grant from Fudge Trust	C	£500
Contingencies	£290	Grant from Town Council	C	£200
	£		P	£
	£			£
	£			£
	£			£
	£			£
	£			£
	£			£
	£			£
TOTAL PROJECT EXPENDITURE	£2,450	TOTAL PROJECT INCOME		£1,450

Total Project Income B	£1,450
Total Project Expenditure A	£2,450
Project Shortfall A - B	£1,000
Award sought from Wiltshire Council Area Board	£1,000
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	Female
People Under 25 years	Male	Female
Disabled People	Male	Female
Black & Minority Ethnic people	Male	Female

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: Richard Violet

Date: 17/08/2009

Position in organisation: Community Librarian

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