

## Community Area Award Application

### Grant Application from North Wiltshire District Council

Please ensure that you have read 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

<b>Name of Organisation</b>	Bradenstoke Bugle
<b>Contact Name</b>	
<b>Contact Address</b>	
<b>Contact Number</b>	
<b>E-mail</b>	
<b>Organisation type</b>	Non-profit making organisation

#### 2 – Your Project

<b>In which Community Area does your project take place?</b>	2
<b>In which Parish does your project take place?</b>	Lyneham and Bradenstoke
<b>What is your project?</b>	Obtain a new printer for the creation of the Bradenstoke Bugle
<b>Where will your project take place?</b>	Bradenstoke
<b>When will your project take place?</b>	Once funding has been secured
<b>Does your project demonstrate a direct link to the Community Plan for the area? If yes, please provide a reference/page no.</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Are you applying for Capital or Revenue Funding?</b>	<input type="checkbox"/> Capital (over £500)
<b>If you are applying for Revenue funding, please confirm that your project will be completed by 31<sup>st</sup> March 2007</b>	<input type="checkbox"/> Yes

#### What is the Community benefit of your project, and approximately how many people will benefit?

My wife and myself have created the Bradenstoke Bugle 11 times a year for the last seven years, and it is free to all residents of Bradenstoke, it typically consists of 6 duplex-printed folded A4 sheets giving topical news and information to everyone in Bradenstoke. The Bugle is delivered to every house in Bradenstoke with further copies being made available in Lyneham Post Office and Library. Bradenstoke has an older than average population and the Bugle is very popular.

#### NWDC will not meet future running costs for projects. Please tell us how these will be met in future.

Sufficient income is received through advertising to cover running costs

<b>Has your organisation received a previous award from this Council?</b>	<input type="checkbox"/> No
<b>Date &amp; Amount of previous award</b>	__ / __ / __      £
<b>Details of award</b>	

**3 - Additional information to support and strengthen your application e.g. consultation & community involvement**

It is a completely independent publication that for the last three years we have printed ourselves after losing the services of a 'cheap' Printer who lived in the village and did the Bugle through his company. We both have full time jobs and the Bugle takes at least three days a month to produce with the printing being the most onerous element. The laser printers we have here (2 of them) are rather old and slow, they print 7 double sided sheets a minute between the pair of them, as a typical Bugle run is now around 3600 sheets (we seem to have gone back to a 6 page Bugle for the last few months), it takes pretty much a full day to print and need me to keep 'feeding' them as the output area only holds 100 sheets. More modern laser printers can print at over 20 duplex pages a minute, take more paper, use less toner etc. A full print run would mean loading the printer 6 times instead of the current 36, and the printing being complete within 3 hours. For this reason we would like to buy a new laser printer for the creation of the Bugle and wondered if there might be some funding available to help us.

Through advertising and subscriptions, we get enough money to run the printers with paper and toner, but would not be able to fund the capital required to buy a printer. For our own business we have no need for a new printer so this would be a Bugle item that could be passed onto someone else if they took the Bugle on.

Due to the relatively small production run (600 copies) it is not viable for us to use a commercial printing shop as the last quotes we had were £150/£200 per month. It costs approx £50 per month to use our own laser printers. We also have the advantage now that we can turn the Bugle around a lot quicker with the closing date for articles now typically being the final week of the month, and we can vary the size of the Bugle depending on the content.

The printer we have identified as ideal is an HP Laserjet 4350dtnsl costing £1400+VAT.

Prior to making any grant claim we have help an appeal for donations over the last couple of months and have now raised £800 from over 80 different addresses within Bradenstoke. We are now contacting various possible sources of funding for the remaining amount and hope that the outstanding amount could be split between various groups.

**4 – Financial information**

<b>PROJECT COSTS</b> Please provide a <u>full</u> break down e.g. equipment, installation etc.		<b>PROJECT INCOME</b> Please list sources of funding for this project, as provisional (P) or confirmed (C)		
			P/C	
HP Laserjet 4350dtnsl	£ 1645	Donations	C	£1100
<b>Total Project Expenditure</b>	<b>£1645</b>	<b>Total Project Income</b>		<b>£1100</b>
<b>Total Project Income</b>		<b>£1100</b>		
<b>Total Project Expenditure</b>		<b>£1645</b>		
<b>Project Shortfall</b>		<b>£545</b>		
<b>Award sought from NWDC</b>		<b>£545</b>		
<b>Is your organisation able to claim VAT?</b>		Yes <input type="checkbox"/> No <input type="checkbox"/>		

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

Please tick this box to indicate that you have included a signed off summary of examined accounts, confirming your year-end accounts, assets and reserves

**Section 5 - Declaration (on behalf of organisation or group)**

- I confirm that 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
- I confirm if an award is received that I will complete and return an evaluation sheet
- I confirm that the necessary any planning permission was granted \_\_/\_\_/\_\_
- I confirm that any other form of licence or approval for this project has been received prior to submission of this application
- I confirm that the necessary policies and procedures will be in place e.g. Child Protection, Public Liability Insurance , Equal Opportunities etc prior to the commencement of the project outlined in this application
- I confirm that acknowledgement will be given of NWDC support in any publicity or printed material
- I give permission for press and media coverage by NWDC in relation to this project

Name : \_\_\_\_\_ Date : 16/09/2006  
 Position in organisation : Editor