

## 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

<b>Name of Organisation</b>	Colerne Parish Plan Steering Group		
<b>Contact Name</b>			
<b>Contact Address</b>			
<b>Contact number</b>		<b>e-mail</b>	
<b>Organisation Type</b>	<b>Non profit organisation</b> <input type="checkbox"/> <b>Parish/Town Council</b> <input type="checkbox"/> <b>Other</b> <input checked="" type="checkbox"/>		

### 2 – Your Project

<b>In which Community Area does your project take place? (Please give name – see pp 2-4 of funding pack)</b>	Corsham Area Board
<b>In which Parish does your project take place?</b>	Colerne
<b>What is your project?</b>	The CONSULTATION PHASE of the preparation of a strategic Parish Plan for the community of Colerne
<b>Where will your project take place?</b>	In Colerne
<b>When will your project take place?</b>	Consultation: Oct. 2009-March 2010
<b>Does your project demonstrate a direct link to the Community Plan for the area?</b> <b>If YES, please provide a reference/page no.</b>	<b>YES</b> <input checked="" type="checkbox"/> p7-9 '05 Plan; updated local input <b>NO</b> <input type="checkbox"/>
<b>Please confirm your project will have commenced by 31<sup>st</sup> March 2010</b>	<b>YES</b> <input checked="" type="checkbox"/> <b>NO</b> <input type="checkbox"/>

**What community benefits will your project provide and, who are the beneficiaries (e.g. numbers of people, age, gender, particular groups)**

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

The Colerne Parish Plan will benefit the whole community of Colerne (2,800 people) by providing an integrated community-wide expression of major concerns and interests in respect of the future development and conservation of our village. We intend that this will also benefit local administrative authorities -- Parish Council, Corsham Area Board, Wiltshire Council and others -- by providing a dependable reference source to the priorities and aspirations of this particular community within their area of responsibility.

**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)?**

There are no ongoing costs. This application is for grant-support of a specific part of our community project, namely the community CONSULTATION PHASE due to commence in October 2009 and conclude in March 2010. The overall Plan project and its Budget covers the period April 2009 - December 2010. We plan that grants received from various sources, plus a small amount of funding levied through local initiatives, will cover outgoings through to Plan publication. Should the Plan recommendations require ongoing follow-up, those activities would have to be separately planned and budgeted.

**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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We aim to consult with a range of community groups in the process of preparing the strategic plan -- households, local interest-groups, special age-groups (the elderly, young people, school-age), the local business community, and the military personnel at Colerne Station.

A principal requirement for funding relates to the financing of good, customised consultation processes with this range of target-groups. Without adequate funding we will not be able to consult to high standards, and grant-support for this CONSULTATION PHASE of the overall project is the subject of this Application. See Items (i) and (ii) of Section 6. A Community Area Grant would be applied to these two items, with other funding-sources being called upon to cover the other project Budget components.

The Plan project is approved and financially supported by the Colerne Parish Council, who act as "bankers" and will manage (but are not responsible for) all financial transactions.

**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 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 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 checked="" type="checkbox"/>
Increase the number of people who feel safe in their community	<input checked="" 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 checked="" type="checkbox"/>
Reduce deaths through accidents	<input checked="" type="checkbox"/>
Increase uptake of energy efficiency and renewable energy measures	<input checked="" type="checkbox"/>
Increase levels of recycling and re-using household waste especially amongst those people who currently do not recycle	<input checked="" type="checkbox"/>
Increase awareness of climate change adaptation, leading to action taken by individuals, communities and businesses	<input checked="" 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)**

<b>Year Ending:</b> Not applicable: one-off project	<b>Month:</b>	<b>Year:</b>
<b>Total Income:</b>	£N/A	
<b>Minus Total Expenditure:</b>	£N/A	
<b>Surplus/Deficit for year:</b>	£N/A	
<b>Reserves held:</b>	£N/A	

**6 - Financial Information**

<b>PROJECT COSTS A</b> Please provide a <u>full</u> breakdown e.g equipment, installation etc.		<b>PROJECT INCOME B</b> Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
			P/C	
CONSULTATION PHASE:	£	DEDICATED FUNDING FOR		£
(i)Community interactions - consultation, interviews, events	£ 1,340	THIS PHASE IS THE SUBJECT OF THIS APPLICATION		£
(ii) Data collection & analysis	£ 200			£
TOTAL FOR THIS APPLICATION	£ 1,540			£
	£			£
ADDITIONAL OVERALL EXPENSES	£	ADDITIONAL FUNDING SOURCES		£
(iii) Admin (room hire, ins.)	£ 610	Parish Council (2009)	C	£500
(v) Report publication	£ 550	Parish Council (2010)	P	£500
	£	Community First (applied for)	P	£500
	£	Local fund raising	P	£200
<b>TOTAL PROJECT EXPENDITURE</b>	<b>£ 2,700</b>	<b>TOTAL PROJECT INCOME</b>		<b>£1,700</b>
<b>Total Project Income B</b>		<b>£1,700</b>		
<b>Total Project Expenditure A</b>		<b>£2,700</b>		
<b>Project Shortfall A - B</b>		<b>£1,000</b>		
<b>Award sought from Wiltshire Council Area Board</b>		<b>£1,000</b>		
<b>Is your organisation able to claim VAT?</b>		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 3              Female 4  
**People Under 25 years**                      Male 0              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:**

**Position in organisation:**

**Date:**

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