

## 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**

<b>1 - Your Organisation or Group</b>			
<b>Name of Organisation</b>	St Edmunds Community Association		
<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"/>		
<b>2 – Your Project</b>			
<b>In which Community Area does your project take place? (Please give name – see pp 2-4 of funding pack)</b>	Southern		
<b>In which Parish does your project take place?</b>	Salisbury City		
<b>What is your project?</b>	Milford Street Bridge Project		
<b>Where will your project take place?</b>	Various locations in Salisbury City		
<b>When will your project take place?</b>	Nov 09 - Nov 10		
<b>Does your project demonstrate a direct link to the Community Plan for the area?</b>	<b>YES</b> <input type="checkbox"/> N/A <b>NO</b> <input type="checkbox"/>		
<b>If YES, please provide a reference/page no.</b>			
<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"/>		
<b>What community benefits will your project provide and, who are the beneficiaries (e.g. numbers of people, age, gender, particular groups)</b> IMPORTANT: PLEASE DO NOT TYPE IN PARAGRAPHS – THIS SECTION IS LIMITED TO 1500 CHARACTERS ONLY (INCLUSIVE OF SPACES) The project will involve local people in learning about their community heritage by training 12 people to be oral history interviewers. We will conserve the heritage of the area around the Milford Street Bridge by interviewing at least 20 local people in depth, to create an oral history. A CD and booklet will be created of the oral history of the area, and this will be distributed widely so that people can learn about the heritage of this part of Salisbury. Using the oral history as a basis for the design, a large historical mural will be created on the side wall of the Milford Street Bridge, enabling hundreds of local people and visitors to learn about the heritage of the area (permission has been gained from the Highways Agency to do this). At least 100 local schoolchildren will be involved in the project in a range of participatory opportunities, including training in oral history techniques, heritage walks, visual arts and dance/movement. We will also involve and engage at least 200 local people in a range of participatory events including heritage walks, debate, family learning day and a celebration event. Overall the project will ensure that residents feel that they belong to their community and are proud of where they live (as per the Local Agreement for Wiltshire).			

**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 project is not on-going, it will run for one year only

### **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)

The project involves St Martins Primary School (where at least 100 children will be involved in oral history, arts, dance, heritage walks and hands-on learning sessions), Wiltshire and Swindon History Centre (who will house the completed oral history, making it available to all), Salisbury Museum (who are providing education sessions at St Martins Primary School and at our Family Learning week, and who will house any pictures or artefacts donated to the project), Salisbury Arts Centre (who are letting us use rooms at a preferential rate and are hosting a web page about the project free of charge), Salisbury Civic Society (who are providing advice and membership of our steering group), and Wiltshire Dancing (who are providing advice on community events). We will know the project is making a difference because we will have an on-going evaluation of our aims. We have consulted and involved our community by: holding a public meeting in May 2009 to launch the project and get feedback; hand delivering 1600 leaflets about the project; putting articles in the local newspaper and in the Association newsletter; holding displays at two community events; completing a pilot project in March 2009, part of which was a presentation event at St Martins Primary School, attended by approximately 250 people (we received a grant of £2000 for this from the Salisbury District Council Community Fund).

### **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 checked="" 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 checked="" 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**

Appendix 7

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

<b>Year Ending:</b>	<b>Month:</b> Apr	<b>Year:</b> 2009
<b>Total Income:</b>	£4572.03	
<b>Minus Total Expenditure:</b>	£21077.77	
<b>Surplus/Deficit for year:</b>	£2464.26	
<b>Reserves held:</b>	£4241.57	

**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	
Professional fees	£24,750	Heritage Lottery Fund	P	£27,700
Equipment and materials	£4,599	SDC South Western Area Grant	C	£2,550
Travel	£54	Cash from Community Assoc	C	£1,000
Production of learning materials	£2,620	B&Q Grant	C	£63
Publicity and promotion	£450	Income from Family Learning Week	P	£100
Telephone, room hire, postage	£460	SCC Community Fund Grant	P	£1,000
Equipment insurance	£150	O2 It's Your Community	C	£900
Anti-graffiti paint removal	£800			£
Gratuities for volunteers	£90			£
Data protection registration	£40			£
Contingency	£3,400			£
<b>TOTAL PROJECT EXPENDITURE</b>	<b>£37,413</b>	<b>TOTAL PROJECT INCOME</b>		<b>£33,313</b>
<b>Total Project Income B</b>		<b>£33,313</b>		
<b>Total Project Expenditure A</b>		<b>£37,413</b>		
<b>Project Shortfall A - B</b>		<b>£4,100</b>		
<b>Award sought from Wiltshire Council Area Board</b>		<b>£4,100</b>		
<b>Is your organisation able to claim VAT?</b>		<b>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></b>		

**7 – Management**

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

**People Over 50 years**                      Male 3              Female 3  
**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.**

You may tick ☐ Appendix 7

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

**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:** Project Co-ordinator

Date:

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