

## 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>	Salisbury City Community Area Partnership		
<b>Contact Name</b>			
<b>Contact Address</b>	Wessex Community Action, 42 - 46 Salt Lane, Salisbury, SP1 1EG		
<b>Contact number</b>		<b>e-mail</b>	
<b>Organisation Type</b>	<b>Non profit organisation</b> <input checked="" type="checkbox"/> <b>Parish/Town Council</b> <input type="checkbox"/> <b>Other</b> <input 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>	Salisbury		
<b>In which Parish does your project take place?</b>	Salisbury City and Laverstock		
<b>What is your project?</b>	Initial consultation for drawing up the new Salisbury Area Community Plan		
<b>Where will your project take place?</b>	Salisbury and Laverstock		
<b>When will your project take place?</b>	Sept 2009 to 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"/> This will produce the comm plan <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"/>		
<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 Community Plan will present a vision for the future of Salisbury. It will aim to co-ordinate the work of public, private, voluntary and community sectors to improve the social, economic and environmental wellbeing of Salisbury and all of its residents and visitors. It will be an overarching, strategic document that brings together a range of plans, objectives and strategies so that they can be delivered in a joined up way. It will benefit all 41,146 residents of Salisbury City as well as people working in the city, visitors and tourists. The Plan will be produced by the community, for the community. Group members will hopefully attend a training course prior to carrying out the consultation. This will include personal interviews, interviews with groups attending local activities or functions, and 8 public meetings. The information gathered will then be used to construct a questionnaire that will be distributed to every household in the area during 2010. At this point we will need to source further funding. These will then be analysed and the results displayed and discussed at a further round of public meetings. Finally using these results, a draft Plan will be published for discussion at public meetings at the end of 2010. The final plan will hopefully be available to launch in January 2011.			

**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 Salisbury City Community Area Partnership will carry forward the objectives and action plans of the Community Plan, once it is complete, by applying for funding for specific projects from a variety of funders. The aim is that the community will work together to achieve these aims for themselves.

### **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)

SCCAP will be carrying out comprehensive consultations, asking people's opinions on plans, policies or services that affect them directly. We will do this through community surveys, focus groups and public meetings. The completed plan will include a list of actions which will benefit all areas of the community. The success of these actions will be closely monitored by SCCAP over the following 5 years and beyond.

The steering group is made up of members from local residents and community groups. It is estimated that they will contribute around 20 days towards this project. Salisbury City Council are allowing their community development officer to work with us and it is estimated that she will spend around 13 days (at £100 per day) working on this project over the next 6 months. Young people will be asked to approach their peers in order to get responses from them to our questions. We would anticipate around 2 young people spending half a day per week (total 26 days) talking to other young people.

### **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 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 checked="" 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 checked="" 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 checked="" 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 8

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

<b>Year Ending:</b>	<b>Month:</b> March	<b>Year:</b> 2010
<b>Total Income:</b>	£15,649	
<b>Minus Total Expenditure:</b>	£15,649	
<b>Surplus/Deficit for year:</b>	£0	
<b>Reserves held:</b>	£0	

**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	
Local public meetings x 8 @ £50	£400	Matched funding in kind:		£
Refreshments x 8 @ £25	£200	Salisbury City Council	P	£1,300
Advertising of events	£500	SCCAP stg gp vol time	P	£1,000
Printing costs	£1,500	SCCAP Chair time	P	£1,300
Distribution of response forms	£1,000	Young people vol time	P	£1,300
Analysis of response forms	£700			£
Matched funding vol & employees	£4,900			£
	£			£
	£			£
	£			£
	£			£
<b>TOTAL PROJECT EXPENDITURE</b>	<b>£9,200</b>	<b>TOTAL PROJECT INCOME</b>		<b>£4,900</b>
<b>Total Project Income B</b>		£4,900		
<b>Total Project Expenditure A</b>		£9,200		
<b>Project Shortfall A - B</b>		£4,300		
<b>Award sought from Wiltshire Council Area Board</b>		£4,300		
<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?**

<b>People Over 50 years</b>	Male	Female
<b>People Under 25 years</b>	Male	Female
<b>Disabled People</b>	Male	Female
<b>Black &amp; Minority Ethnic people</b>	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.** Appendix 8

**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:** Chairman

**Date:**

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