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ID 271

Applicant Mr John Davies
Royal Wootton Bassett Arts Festival
Charity Number: 1135906
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Current Status: Application Submitted

1. Project title? (Max. 8 words Eg. Tinkleton Village Youth Transport Project)
***required field**

Be a Bassett Star

2. Project summary: (100 words) *required field

An event extra to the usual June Music Festival of adjudicated classes. We aim to attract young people who sing dance or play an instruments either solo or in groups particularly if they do not have formal lessons but are keen to perform. The outcome for some will be the chance to perform on the RWB Christmas Lights stage on Friday evening 2ns December 2016.

3. Amount of funding required: *required field

- £0 - £1000
 £1001 - £5000
 Over £5000 (Please note - our grants will not normally exceed £5,000)

4. Which Area Board are you applying to? Not sure? [-check on a map](#) *required field

Royal Wootton Bassett & Cricklade

5. What is the Post Code of where the project is taking place?(If the application is for something that will move around to different locations please insert the post code for where it will be based for the majority of the time.) *required field

SN4 8EN

6. Please tell us which theme(s) your project supports: *required field

- Informal education
 Youth work/development
 Sport/Leisure
 Residential
 Arts/Culture
 Employment or training
 1:1/group work
 Community Project
 Community Safety

- Volunteering
- Environment
- Health
- Other

If Other (please specify)

7. About your project

**Please tell us about your project (a strong application will address all of the following):
*required field**

- How does your project support local needs and priorities?
- How have young people been involved in your project so far?
- How many young people do you expect to benefit?
- How will your project be accessible and affordable?
- How will you encourage volunteering and community involvement?
- How will you ensure your project is accessible to everyone (Disabled, low incomes, vulnerable, etc.)
- How will ensure your project is inclusive?
- How will you work with other community partners?

The main Festival events of adjudicated classes in Music Speech Drama are entered by young people and some adults who have lessons in their chosen activity. Approaching 1000 people take part the majority being of school-age from RWB and the surrounding area. Working closely with teachers in and out of school we know that the Festival approach is not for everyone. There are many young people who in effect teach themselves to perform using backing-tracks. We aim to reach these young people using the contacts of the Festival and its partners in RWB Town Councils Lights staging team as well as the teachers and local youth staff. The one-day event on Friday 24th June 2016 at RWB Memorial Hall will be in three sessions allowing for about 40 performances altogether. It could be a second event will be needed. There will be an entry form and fee 6.00 for a soloist.

8. Safeguarding

Please tell us about how you will protect and safeguard young people in your project (You must address all of the following): *required field

- Please evidence your commitment to safeguarding and promoting the welfare of children and young people.
- How do you make sure staff and volunteers understand their safeguarding responsibilities?
- Are staff and volunteers Disclosure and Barring Service (DBS) checked and do you hold a central record of this as well as details of staff references.
- Who in your organisation is ultimately responsible for safeguarding?
- How do you ensure that young people are kept safe online when accessing your services?

Being affiliated to the British International Federation of Festivals the RWB Festival is fully insured and required to have staff and helpers who have been DBS checked and fully prepared for each event. The Festival Safeguarding Officer is Mrs. Lisa Williams. We will ask the young people aged 18 and under who take part to be accompanied by an adult they

know. The only online communication will be with the Entry Secretary yet to be confirmed who will be DBS checked.

9. Monitoring your project

How will you know if your project has been successful? *required field

1. If lots of young people ask for entry forms.2. If there are enough entries to justify at least one session.3. If there are so many entries that we have to plan a second event.

10. Finance: *required field, if you are a new organisation and don't have accounts leave blank and tick box below

10a. Your Organisation's Finance:

Your latest accounts:

Month Year

Total Income:

£ Please enter in money format **with pence** but no pound sign or comma or p. Eg 15000.00

Total Expenditure:

£

Surplus/Deficit for the year:

£

Free reserves currently held:

£

Why can't you fund this project from your reserves:

Guided by our auditors and Charity Commission rules we are building our reserves to secure the main Festival events for two years ahead. For extra projects we seek grants donations. and sponsorship and do fund-raising.

We are a newly formed group and do not yet have published accounts:

10b. Project Finance:

Part One: *required

Total Project cost £ Please enter in money format **with pence** but no pound sign or comma or p. Eg 15000.00

Total required from Area Board £

Part Two: Please itemise your project expenditure and project income *required

Quick tips:

1. List **ALL** expenditure in a general format eg. Materials 10.00, Tools 5.00
2. List **ALL** income **except the amount required from the Area Board** eg. Donations 20.00 [help](#)
3. Please enter in money format **with pence** but no pound sign or comma or p. Eg 15000.00
4. If your organisation reclaims VAT you should exclude VAT from the expenditure

5. Please ensure you **TOTAL** both columns correctly.

- Expenditure column should equal Total project cost in Part One.

- Income column should equal Total project cost **minus** Total required from the Area Board.

6. Here is an example layout, including how to display in kind contributions [help](#)

Itemised Expenditure eg Materials help	£	Itemised Income eg Our reserves	£	Tick if income confirmed
Memorial Hall	£ 150.00		£	<input type="checkbox"/>
Hire of sound system	£ 150.00		£	<input type="checkbox"/>
Publicity materials	£ 75.00		£	<input type="checkbox"/>
Entries admin	£ 25.00	Entry fees estimate on	£ 240.00	<input type="checkbox"/>
Technical staff	£ 100.00		£	<input type="checkbox"/>
	£		£	<input type="checkbox"/>
	£		£	<input type="checkbox"/>
	£		£	<input type="checkbox"/>
	£		£	<input type="checkbox"/>
	£		£	<input type="checkbox"/>
Total	£ 500.00	Total	£ 260.00	

(please ensure you total these columns even if values are 0.00)

11. Have you or do you intend to apply for a grant for this project from another area board within this financial year? *required field

Yes