



Reference no

Log no

For office use

Community Area Grant Application Form 2010/2011

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

We strongly advise that you contact your Community Area Manager before completing your application.

1 - Your organisation or group

Name of organisation	LYNEHAM PRIMARY SCHOOL		
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify We are not a formally constituted group		

2 - Your project

In which community area does your project take place? (Please give name – see section 3 of the grants pack)	Wootton Bassett and Cricklade Area Board
Does your town/parish council know about your project?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
What is your project? Important: This section is limited to 300 characters only (inclusive of spaces).	To redecorate, furnish and equip a spare double mobile classroom (with toilet facilities) for use by community / support groups who have lost or are losing their accommodation due to the closure of RAF Lyneham, or services whose support the community will need during the close down period.
Where will your project take place?	Spare double mobile classroom at Lyneham Primary School- owned by Wiltshire Council.
When will your project take place?	Winter 2010
How many people will benefit from your project?	Families within Lyneham village
How does your project demonstrate a direct link to the community plan for your area? Please provide a reference/page no.	WC and LAB concern about long term effects of closure of RAF Lyneham page 9

What is the link between your project and other local priorities? e.g. Priorities set by your area board and parish plans.

First step to address: Preventing erosion of village identity. Support for vulnerable people. Lack of public open/recreational space.

How did you discover there was a need for your project and how will your project benefit your local community?

Important: Please do not type in paragraphs – This section is limited to 1200 characters only (inclusive of spaces)

The school has been approached by a number of services and groups who need to be based in the heart of the local community, but who have either lost their accomodation due to the RAF Lyneham run down to closure or who need to support the community during the closure and for whom no other accomodation is available. e.g. Health visitors, midwives, Childrens' Centre. MIND counselling, Mum and Toddler groups. It be of benefit for a large proportion of the local community to have these facilites locally rather than based in Wootton Bassett. Some of the services will be especially needed to support the community during the turbulent times that will follow.

Any other information about your project.

There is an urgent need for community support organisations to have an accessible base in Lyneham, especially in light of the impact of the forthcoming closure of RAF Lyneham. Some of these services have already been 'evicted' from RAF premises e.g health visitors and midwives, as the RAF has increased its own support services to cope with the impact of the changes. The Reshaping Lyneham Graoup has identiified the school site as being ideal to become the new heart of the community. The school currently has space to accomodate the needs of the community but the accomodation needs redecoration and basic furnishing to meet these needs. This does not fall within the normal business remit of the school and as such the school is not able to fund this development from the school budget. The Lyneham Reshaping Group is simply a forum for interested parties to discuss the future of the school and village. There is therefore no management structure, terms of reference or accounts.

3 - Management

How many people are involved in the management of your group/organisation? 0

Of these, how many are:

Over 50 years

Male

Female

25 – 50 years

Male

Female

Under 25 years

Male

Female

Disabled People

Male

Female

Black and Minority Ethnic people

Male

Female

If your project is intended to continue after the Wiltshire Council funding runs out, how will you continue to fund it?

Once established, the community rooms will become self-funding as groups will have to be charged a basic lettings fee to cover energy and maintenance in line with WC policy to ensure that the school budget does not subsidise non-school activities. If future work or development is required, this will have to be achieved through fundraising or donations.

If you were not awarded the full amount requested, what would be the impact on your project?

The project would need to be scaled down and/or the timescale extended - this would have a detrimental affect on the local community as there is already an urgent need, which is likely to become greater as the closing date for RAF Lyneham draws closer.

How will you know whether your project has made a difference in the community?

We will see the community using our spare space every day. We will see members of the community start to ask for more use of facilities and starting their own community development projects. We will see an impact in terms of a reduction in children and families' welfare issues in school as support services will be in situ to meet their needs.

Have you contacted Charities Information Bureau for help with your application/ to seek funding?

Yes No

To who have you applied for funding for this project (other than Wiltshire Council)?

No other source as yet, but we are in the process of applying for a B&Q community grant. We will also approach the Parish Council. This will help us to match the funding that we are applying for.

Have you been successful?

Yes No

Have you or do you intend to apply for a grant from another area board within this financial year?

Yes No

If yes, please state which ones.

Are you in receipt or anticipating other funding from Wiltshire Council for this project?

Yes No

4 - Information relating to your last annual accounts (if applicable)

Year ending: not applicable

Month:

Year:

A - Total income:

£

B - Minus total expenditure:

£

Surplus/deficit for year: (A minus B)

£

Free reserves held:

£

5 - Financial information

Project Costs A Please provide a <u>full</u> breakdown e.g. equipment, installation etc.		Project Income B Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
			P/C	
recarpeting	£2,455	Own fundraising/reserves		£
redecorating	£295			£
Sofas/ chairs	£1,000	Parish/town council		£
Partitioning / screens	£678			£
Freestanding kitchen units	£285	Trusts/foundations		£
Freestanding cooker	£350			£
Fridge	£350	In kind	C	£552
Kettle, crockery	£80		p	£295
Labour	£500	Other	P	£2,000
	£		P	£150
	£			£
	£			£
	£			£
Total Project Expenditure	£5,993	Total Project Income		£2,997

Total project income B	£2,997
Total project expenditure A	£5,993
Project shortfall A – B	£2,996
Award sought from Wiltshire Council Area Board	£2,996
Bank Details	
Please give the name of the organisations' bank account e.g. Barclays	Lloyds TSB
Please give the title name of the organisations' bank account e.g. current	Current

6 – Supporting information – Please enclose the following documentation

Enclosed (please tick)

- Written quotes including the one you are going to use
- Latest inspected/audited accounts or annual report
- Income and expenditure budget for current financial year
- Project budget (if applicable)
- Terms of reference/constitution/group rules
- Evidence of ownership/lease of buildings and/or land

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.

7 - Equalities and Inclusion – Wiltshire Council is committed to ensuring that its work through the Area Boards benefits all sections of our community and promotes equality and inclusion. To assist us in assessing how your application aims to meet our commitment to equality and inclusion, please provide a brief answer to the following:

a) How does your project work to either (a) promote equality and access to services/facilities, and/or (b) reduce disadvantage?

We will be able to provide a facility for the whole community to access services that will be increasingly needed as the closure of RAF Lyneham draws closer.

b) How does your project work to promote inclusion, participation and good community relations?

There is potential for the whole community to benefit - the premises have good disabled access and the vulnerable will have access to much needed support.

c) Is your project targeted at a specific group? If yes, please tick any of the following which apply

- Under 25's Over 50's
- Mostly or all men/boys Mostly or all women/girls
- Specific minority ethnic groups (please state which groups)
- Specific faith groups (please state which groups)
- People/families on low income
- Other disadvantaged groups (please state which groups)

8 - Declaration (on behalf of organisation or group) – I confirm that...

- I have read the funding criteria
- 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, printed or website material.
- I give permission for press and media coverage by Wiltshire Council in relation to this project.

Name:

Date: 20/10/2010

Position in organisation: Business Manager

Please return your completed application to the appropriate Area Board Locality Team