

# Community Area Grant Application Form 2011/2012

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  
**For larger projects we strongly advise you to contact Charities Information Bureau three months before you approach the area board. (See Section 2 for contact details)**  
**Please contact your Community Area Manager before completing your application**  
**(See Section 3 for contact details)**

## 1. Your organisation or group

|                      |                             |        |  |
|----------------------|-----------------------------|--------|--|
| Name of organisation |                             |        |  |
| Contact name         |                             |        |  |
| Contact address      |                             |        |  |
| Contact number       |                             | e-mail |  |
| Organisation type    | Not for profit organisation |        |  |

## 2. Your project

|  |  |
|--|--|
| Project Title/Name   | Children's sports day during school summer holidays  |
| What is your project about and what does it aim to achieve?<br><br><i>Important: This section is limited to 600 characters only (inclusive of spaces).</i> | <p>We would like to repeat our highly successful children's sports day during the summer holidays.</p> <p>With the improved sports facilities at Corsley we will be able to offer an even greater range of sports and activities. In addition, because we have some money from the Lottery (part of our sustainability grant) we will be able to offer more places for lower cost.</p> <p>We aim to attract towards a hundred children and give them the option of 20 sports or activities. Last year we had nearly 70 children at a cost of around £20 a head including lunch, snacks and coaching.</p> |
| In which community area does your project take place? (Please give name – see section 3 of the grants pack)  | Corsley in the Warminster Area Board   |
| I/we have discussed our project with the town/parish council?  | No   |
| I/we have discussed our project with our Wiltshire councillor?   | I have told the board we would like to repeat the day  |

|  |   |
|--|---|
| Where will your project take place?  | Corsley Memorial Playing Field  |
| When will your project take place?   | Summer holidays 2011  |
| How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community?<br><br><i>Important: Please do not type/write in paragraphs – This section is limited to 1200 characters only (inclusive of spaces)</i> | When we were asked to organise the event last year by the Area board we found there was a real need for children activities. In order to maximise access the event was run for free and had nearly 70 children take part. |

|   |   |
|---|---|
| How many people will benefit from your project?   | 100   |
| How does your project demonstrate a direct link to the local community plan for your area?<br><a href="http://www.wiltshire.gov.uk/areboards">www.wiltshire.gov.uk/areboards</a><br>Please provide a reference/page no. | Project supports leisure, environment and access to facilities for young people. Also fits in with County play strategy |

**To be completed ONLY where town/parish councils are making an application**

|   |     |
|---|-----|
| Is your project one which parish/town councils have powers to raise local taxes to fund?  | No  |
| Could your project be funded from your reserves?  | No  |
| Is your project urgent (having to be completed in this financial year? If you answer YES please provide evidence elsewhere on the application form) | Yes |
| Any other information about your project.   |     |

**3. Management**

|   |      |   |          |
|---|------|---|----------|
| How many people are involved in the management of your group/organisation?<br>Of these, how many are: |      |   |          |
| Over 50 years   | Male | 3 | Female 3 |
| 25 – 50 years   | Male | 3 | Female 1 |
| Under 25 years  | Male | 5 | Female 2 |
| 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? |
|---|

|   |
|---|
| How will you know whether your project has made a difference in the community? What evidence will be collected to enable you to know that the project has made a positive impact on your community and met the local need?<br>Direct feedback from children and parents following the event. Following last years event |
|---|

|  |    |
|--|----|
| Have you contacted Charities Information Bureau for help with your application/ to seek other funding? | No |
|--|----|

| To whom have you applied for funding for this project (other than Wiltshire Council)?<br><i>Please list with amount applied for and whether you have been successful</i> | Name of Funder                      | Amount Applied For | Amount Received |
|--|-------------------------------------|--------------------|-----------------|
|  | Groundworks Uk,<br>Big Lottery fund | £400               | £400            |

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

No

If yes, please state which one(s).

No

Are you in receipt or anticipating other funding from other Wiltshire

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

|                                       |                |            |
|---------------------------------------|----------------|------------|
| Year ending:                          | Month: October | Year: 2010 |
| A - Total income:                     | £ 5474.76      |            |
| B - Minus total expenditure:          | £ 2038.79      |            |
| Surplus/deficit for year: (A minus B) | £ 3435.97      |            |
| Free reserves currently held:         | £ 5,000        |            |

**5. Financial information – If you can claim back V.A.T. please exclude from figures given below**

**Project Costs A**  
Please provide a full breakdown e.g. equipment, installation etc.

**Project Income B**  
Please list all sources of funding for this project, as provisional (P) or confirmed (C)

| Project Costs A                    | Project Income B | P/C                         | Project Income B |
|------------------------------------|------------------|-----------------------------|------------------|
| Coaching                           | £ 500            | Own fundraising/reserves    | £ 400            |
| Climbing wall                      | £ 250            |                             | £                |
| Tennis coaching                    | £ 100            | Parish/town council         | £                |
| Mountain bike coaching             | £ 300            |                             | £                |
| Food, fruit and beverages          | £ 249            | Trusts/foundations          | £                |
|                                    | £                |                             | £                |
|                                    | £                | In kind (4 people all day)  | £                |
|                                    | £                |                             | £                |
|                                    | £                | Other                       | £                |
|                                    | £                |                             | £                |
|                                    | £                |                             | £                |
|                                    | £                |                             | £                |
| <b>Total Project Expenditure</b>   | <b>£ 1399</b>    | <b>Total Project Income</b> | <b>£ 400</b>     |
| <b>Total project income B</b>      | <b>£ 400</b>     |                             |                  |
| <b>Total project expenditure A</b> | <b>£ 1399</b>    |                             |                  |

Project shortfall A – B                    £     999

Grant sought from Wiltshire  
Council Area Board                    £     999

**Bank Details**

Please give the name of the  
organisations' bank account  
e.g. Barclays

Please give the title name of  
the organisations' bank  
account e.g. current

**6. Supporting information – Please enclose all the following documentation as failure to do so may lead to a delay in your application being considered**

**Enclosed (please tick)**

Written quotes including the one(s) you are going to use

Latest inspected/audited accounts or annual report or Income/expenditure budget for current financial year

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. 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    Safeguarding Adults

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: 15/6/11

Position in organisation:

Please return your completed application to the appropriate Area Board Locality Team (see section 3)