Wiltshire Council
Where everybody matters

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	SPLASH
Contact name	
Contact address	
Contact number	e-mail
Organisation type	**Not for profit organisation** ⊠ **Parish/town council** ☐ **Other, please specify**

2. Your project

Project Title/Name	Melksham Does Art - Intergenerational Project
What is your project about and what does it aim to achieve? *Important: This section is limited to 600 characters only (inclusive of spaces).*	An intergenerational project which will aim to improve & build relationships between young people & older people. Using art as a vehicle, old & young will come together & their experiences will be reflected through art. The project will incorporate the Jubilee & 'Poppy Day' . The project will be launched by bringing together young people to develop & plan the project, with young people being key to participation. The project will be run by Community Artists who will be supported by a Youth Support Worker. PCSO's will attend in their capacity as community Partners.
In which community area does your project take place? (*Please give name – see section 3 of the grants pack*)	Melksham
I/we have discussed our project with the town/parish council?	Yes ☐ Date No ⊠
I/we have discussed our project with our Wiltshire councillor?	Yes ☐ Date No ⊠

Where will your project take place?	TBA when funding secured but in locations in Melksham where older people live or meet
When will your project take place?	Summer and October School Holidays
How did you discover there was a need for your project (*please provide evidence*) and how will your project benefit your local community? *Important: Please do not type/write in paragraphs – This section is limited to 1000 characters only (inclusive of spaces)*	Splash promotes inclusion & development through a programme of activities for young people in the school holidays for the well being of the whole community. The motivation for this project came from the Melksham Community Area Plan which highlights a priority to work with young people & older people to build & raise community spirit, clebrate diversity & to foster a better understanding between the generations. The plan also looks to reach lonely people, encourage children to participate in community activities , create commuinity Art & encourage jubilee celebrations. We have therefore developed a project which will use art as the vehicle to engage young people & older people. During the project pieces of art will be produced & these will be left as a legacy of the project for the community. Splash will work with Community Artisits who have experience of this type of project. This project will therefore address a number of the priorities in the Melksham Area Community Plan.
How many people will benefit from your project?	30 +
How does your project demonstrate a direct link to the local community plan for your area? www.wiltshire.gov.uk/areaboards **Please provide a reference/page no.**	This project links to the priorities relating to Leisure, Culture, Community SafetyCommunity Resilience/Inclusion, Economy, Children & Young People, No numbers on my plan but many refs

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?	**Yes** ☐	**No** ☐
Could your project be funded from your reserves?	**Yes** ☐	**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** ☐	**No** ☐

Any other information about your project.

This project differs from regular Splash projects in that it will encompass all our generic aims/objectives but will be solely for young people living in the Melksham Community Area & will focus on young people engaging with older people to encourage a better understanding of diverse sectors in the community. This will be an exciting venture & we will be keen to see evaluation material.

The project can be flexible in that in can adapt delivery days to funding secured.

We have spoken to the Melksham Area Board Manager & the Melksham Community Area Co ordinator about this project. We have not approached CIB as we are experienced in submitting fundraising applications, ensure we are fully aware of local funding issues. We have worked with CIB regularly in the past.

3. Management

How many people are involved in the management of your group/organisation?
Of these, how many are:

Over 50 years	**Male**	2	**Female**	1
25 – 50 years	**Male**	4	**Female** 5	
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?

Through Splash fundraising initiatives

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?

We will record all data relating to age/gender etcWe will gather feedback in the form of face to face interviews, questionnaires , pictures & evaluation reports. All stakeholders will be approached to gather feedback. The findings of this feedback will be drawn together in an evaluation report which will be shared with stakeholders. We will use measurements & statistics to support these findings.

Have you contacted Charities Information Bureau for help with your application/ to seek other funding?	Yes ☐ Date		No ⊠
To whom have you applied for funding for this project (*other than Wiltshire Council)?* ***Please <u>list</u> with amount applied for and whether you have been successful***	**Name of Funder**	**Amount Applied For**	**Amount Received**
	Community Foundation	2930	
	Splash funding or in kind	3596	3596
	Zurich	1000	1000

Have you or do you intend to apply for a grant from another area board within this financial year? *If yes, please state which one(s).*	Yes ☐　　　No ☒		
Are you in receipt or anticipating other funding from other Wiltshire Council departments for this project?	Yes ☐　　　No ☒		

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

Year ending: 2011	Month: March	Year:
A - Total income:	£130637	
B - Minus total expenditure:	£89398	
Surplus/deficit for year: (A minus B)	£41239	
Free reserves currently held:	£	

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

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	
CommArtists/Youth Support Worke	£4,230	**Own fundraising/reserves**	C	£3,596
Premises	£900			£
Project Materials	£540	**Parish/town council**		£
Welfare Refreshments	£270			£
Safeguarding, Nominations H&S	£2,160	**Trusts/foundations**		£
Marketing	£180	Community Foundation	P	£2,930
Project Co ordination	£2,160	**In kind**		£
Additional Fundraising Manaement	£400			£
Line Management	£200	**Other**		£
Office infrastructure/Comms	£448	zurich	C	£1,000
Staff Travel	£208			£
	£			£
Total Project Expenditure	£12,146	**Total Project Income**		£7,526

Total project income B	£7,526
Total project expenditure A	£12,146
Project shortfall A – B	£4,620
Grant sought from Wiltshire Council Area Board	£4,620
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 <u>all</u> 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:** 02/02/2012
Position in organisation:	
Please return your completed application to the appropriate Area Board Locality Team (see section 3)	