

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 | New ChAPTER | | |
| 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 | | |
| 2 – Your project | | | |
| In which community area does your project take place? (Please give name – see section 3 of the grants pack) | Chippenham & Villages | | |
| 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). | Chippenham River Festival 2010 | | |
| Where will your project take place? | Monkton Park / Island Park | | |
| When will your project take place? | 28 th & 29 th August 2010 | | |
| How many people will benefit from your project? | All people of Chippenham & Villages | | |
| How does your project demonstrate a direct link to the community plan for your area? Please provide a reference/page no. | Use riverside to its full potential to stimulate leisure ... Implement River awareness campaign, starting with the Chippenham River Festival Para 4.4 | | |

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

The Chippenham Vision and its participants bodies (Wiltshire Council, Town Council, ChAP, Chamber of Commerce, CBLC, Wiltshire College, Civic Society, NWEF) say appreciation & development of the river should be a cornerstone of the town's future. The Town Council is supporting more civic events.

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)

Need for project

1. Public surveys conducted by ChAP for the Community Plan.
2. Expert studies by Sutton Griffin and King Sturge for Chippenham Vision.
3. The popularity of the 2009 Chippenham River Festival

Benefit

1. The Chippenham River Festival encourages participation in healthy river & riverside activities - incl. sailing, canoeing, angling, walking, cycling, sub-aqua, ecology
2. The Festival helps to fill a shortage of civic events for residents in and around the town
3. A higher profile of enjoyment and appreciation of the river will help attract tourism, high quality retailers & employers to the town, and will work against the widely recognised danger of Chippenham becoming a dormitory town

Any other information about your project.

Monkton Park is a public place and entrance has to be (and should be) free: a successful River Festival therefore depends on being able to raise grants / sponsorships.

The value of the time put in by dedicated volunteers has not been taken account of. The Organiser alone puts 500+ hours annually for the event and the whole team of about 30 volunteers a further 900 hours. This effort would be worth over £10,000 for the community if calculated at £7.50 per hour.

Please see the attached prospectus for the 2010 Chippenham River Festival, setting out the exciting programme of events on and off the river, including important educational benefits.

The Organisers hope the Board will make an exception of the normal £5,000 maximum award in this case.

3 - Management

How many people are involved in the management of your group/organisation? 13

Of these, how many are:

| | | | | |
|---|-------------|--------------------------------|---------------|--------------------------------|
| Over 50 years | Male | <input type="text" value="5"/> | Female | <input type="text" value="2"/> |
| 25 – 50 years | Male | <input type="text" value="3"/> | Female | 1 <input type="text"/> |
| Under 25 years | Male | <input type="text" value="0"/> | Female | <input type="text" value="2"/> |
| Disabled People | Male | <input type="text" value="0"/> | Female | <input type="text" value="0"/> |
| Black and Minority Ethnic people | Male | <input type="text" value="0"/> | Female | <input type="text" value="0"/> |

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

The project is planned to be an annual event which will continue to rely on business sponsorship and grant funding from Town and Wiltshire Councils and other grant agencies.

It is hoped that this funding will continue as long as these agencies support the objectives of the River Festival.

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

As the Festival is backed financially by the Organiser, a realistic approach has to be taken. In 2009 the Wiltshire Council (Economy & Enterprise) gave a launch sum of £4,000 and Chippenham Vision granted £5,000. However this year they felt that Area Board funding was more appropriate.

If no grant is forthcoming, it is probable that we would have to cancel the Festival. If a lower figure was granted we would reduce the number and/or quality of events that were included in the Festival.

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

The popularity of and feedback from the 2009 Chippenham River Festival established that it heightened the Chippenham & Villages residents' appreciation of our river for recreation and as an object of town pride. Also that it helped to fill a badly needed paucity of civic events.

This year, in the light of that experience, the Festival should be bigger and better.

See attached brochure - particularly for the raft racing for the first time since the 1980's.

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)?

CBLC, ChAP, Chippenham Town Council, Business community

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: 2009

Month:

Year:

A - Total income:

£26,528.75

B - Minus total expenditure:

£29,370.46

Surplus/deficit for year: (A minus B)

£-2,841.71

Free reserves held:

£0

| 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 |
| Paid events | £5,000 | Own fundraising/reserves | C | £0 |
| Licences | £1,200 | Forecast Festival revenue | P | £1,700 |
| Security | £3,500 | Parish/town council | | £ |
| Publicity | £3,500 | Chippenham Town Council | P | £2,000 |
| Site & Project Mmt services | £2,000 | Trusts/foundations | | £ |
| Insurance | £1,200 | Borough Lands Charity | P | £5,000 |
| Programmes (net) | £300 | In kind | | £ |
| Toilets | £2,100 | (See 'further information') | | £ |
| First Aid | £825 | Other | | £ |
| Fencing | £500 | Business sponsorships | C | £2,500 |
| Tentage | £3,500 | | P | £5,250 |
| PA & Audio | £1,300 | ChAP public event fee | P | £1,500 |
| Power + refrig'n | £1,025 | | | £ |
| Total Project Expenditure | £25,950 | Total Project Income | | £17,950 |
| Total project income B | | £17,950 | | |
| Total project expenditure A | | £25,950 | | |
| Project shortfall A – B | | £8,000 | | |
| Award sought from Wiltshire Council Area Board | | £8,000 | | |
| 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 | | New ChAPTER | | |
| 6 – Supporting information – Please enclose the following documentation | | | | |
| Enclosed (please tick) | | | | |
| <input type="checkbox"/> Written quotes including the one you are going to use <input checked="" type="checkbox"/> Latest inspected/audited accounts or annual report <input type="checkbox"/> Income and expenditure budget for current financial year <input checked="" type="checkbox"/> Project budget (if applicable) <input checked="" type="checkbox"/> Terms of reference/constitution/group rules <input checked="" type="checkbox"/> 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?

Free entry to all. Many of the activities promoted are free or very reasonably priced. Monkton and Island Parks are wheel-chair accessible. The River Festival has an Equal Opportunities policy.

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

The event is deliberately aimed at fun for all ages, without on-stage music nor alcohol sales. The River Festival features exhibitions by several recreation clubs, by the Area Partnership, and by the Chippenham Vision to encourage participation, involvement and good community relations.

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: 25/03/2010

Position in organisation:

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