

Community Area Grant Application Form 2012/2013

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

To fund projects up to £1,000 without the need for matched funding

To fund up to 50% of projects costs of projects over £1,000

Maximum Grant £5,000

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	Village Hall + Playing Field Committee		
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

Project Title/Name	Refurbishment of the Village Hall		
What is your project about and what does it aim to achieve? <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	It is to ensure that the Village Hall can continue to provide a much needed hub for Tilshead and the surrounding villages. A place where people of all ages and from all walks of life can get together to work for the benefit of the community. The hall is widely used by the school, villagers, surrounding villages and there is now a move to use it one or two evenings a week for pool/table tennis for teenagers (under supervision).		
In which community area does your project take place? (Please give name – see section 3)	Amesbury		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date 26/7/12.	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/>	Date 30/7/12	No <input type="checkbox"/>

Where will your project take place?	Tilshead Village Hall.
When will your project take place?	In 2 Phases over the next 2 Years
How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community? <i>Important: Please do not type/write in paragraphs – This section is limited to 700 characters only (inclusive of spaces)</i>	The hall windows are nearing the end of their life, some are very rotten. There is much evidence of damp in the hall causing significant damage to walls. The hall flooring needs replacing throughout and the kitchen which is used a great deal needs refurbishing to replace the existing sagging units. The roof also needs attention - there have been several leaks in the past year. There is also a need to improve the energy efficiency of the building.
How many people will benefit from your project?	400 Tilshead + other users
How does your project demonstrate a direct link to the local community plan for your area? (see www.wiltshire.gov.uk/areaboards) or priorities of your area board) Please provide a reference/page no.	Stronger more active communities. Lives not services - The hall will provide facilities for all ages to get together for dance + music, a place to hold workshops, meetings, fundraisers + social events to benefit the whole village + wider community.
Any other information about your project. (Limited to a 1000 characters)	This project will bring the community together to work together for the overall benefit of the Community. The hall is used for fundraising events for the school, Parish Council, The Diamond Jubilee Social Fund which provides events open to all the village and surrounding villages. It is also used for weddings, funerals and birthday parties, Tai Chi, Medieval Dancing, Village Breakfasts, Supper Evenings, Bingo + Quiz Nights. Generally it is used to enhance community life in the village and surrounding area. It is hoped to get the kitchen registered. We plan to replace the kitchen, damp proof and replace the flooring and repair the roof in Phase 1 and replace the windows gutters, soffits and one door in Phase 2.
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 <input type="checkbox"/> No <input checked="" type="checkbox"/>
Could your project be funded from your reserves?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
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 <input type="checkbox"/> No <input checked="" type="checkbox"/>

3. Management

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

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

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

We will apply for other grants and will also fundraise.

How will you know whether your project has made a difference in the community? What information will be collected to enable you to know that the project has made a positive impact on your community and met the local need?

The project will bring ongoing benefits to all the community, namely bringing the community together, social awareness - particularly with regard to the young. Success will be measured by the number of organisations and people using the hall we will also carry out surveys from time to time to get feedback and suggestions. The Village Newsletter will also provide a means of inviting feedback.

Has Charities Information Bureau (CIB) helped you with this application/to seek funding for this project?

Yes

Date contacted CIB

No

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

Name of Funder

Amount Applied For

Amount Received

N/A.

Please list with amount applied for and whether you have been successful

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 one(s).

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:	Month: <i>October</i>	Year: <i>2011</i>
A - Total income:	£ <i>3,050</i>	
B - Minus total expenditure:	£ <i>2,896</i>	
Surplus/deficit for year: (A minus B)	£	
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£ <i>8,884 at 31/10/11.</i>	

5. Financial information – If you can claim back V.A.T. please exclude VAT from the figures you provide us. If you have to pay the V.A.T then please include V.A.T. in the figures you provide us.

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
<i>Door</i>	£ <i>604</i>	Own fundraising/reserves	£ <i>2,000</i>
<i>4 Toilet windows</i>	£ <i>966</i>		£
<i>Kitchen Window</i>	£ <i>334</i>	Parish/town council	£ <i>500</i>
<i>5 Hall Windows</i>	£ <i>3,040</i>		£
<i>Letters + Facia Cladding</i>	£ <i>2,214</i>	Trusts/foundations	£
	£		£
	£	In kind	£
	£		£
	£		£
	£	Other <i>Village Hall Reserves</i>	£ <i>1,100</i>
	£		£
Total Project Expenditure	£ <i>7,159</i>	Total Project Income	£ <i>3,600</i>
Total project income B	<i>3,600</i>	£ <i>3,600</i>	
Total project expenditure A	<i>7,159</i>	£ <i>7,159</i>	
Project shortfall A – B	<i>3,559</i>	£ <i>3,559</i>	
Grant sought from Wiltshire Council Area Board		£ <i>3,500</i>	
Bank Details			
Please give the name of the organisations' bank account e.g. Barclays			
Please give the name of the organisations' bank account e.g. Chippenham Scouts			

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)

- All 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...

- This application meets all 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 a grant is received, I will provide copies of all receipts and invoices associated with the grant and provide information and photographs to demonstrate how the grant was spent.
- That any other form of licence or approval for this project has been received prior to submission of this grant 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:

Position in organisation:

Date:

6/8/12

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

