

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	Wilts & Berks Canal Trust
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	Tow Path/Cycle way raising at Pewsham
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>	Canal towpath/cycleway on the W&B canal south of the A4 requires raising along a 160metre stretch as the path is below the final water level. The water level will have to be raised, subsequently so does the tow path. Currently when the water level is up it flows over the path making the path/cycleway difficult to use and almost impossible for buggies/pushchairs. Completion of the project will prevent water flowing over the canal bank and disrupting the walkers and cyclists who use this towpath/cycleway. In addition the increased depth will allow canal boats to use that stretch of waterway
In which community area does your project take place? <i>(Please give name – see section 3)</i>	Chippenham
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Date 12.11.12 Councillor Mark Packard
I/we have discussed our project with our Wiltshire councillor?	Yes <input type="checkbox"/> No <input type="checkbox"/> Date

Where will your project take place?	Towpath/cycleway beside the W & B canal south of Bottom Lock Pewsham
When will your project take place?	Prior to Spring 2013
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>	We were aware the bank/towpath would need raising once the newly dredged sections of canal filled with water. Whilst we have not carried out a formal consultation exercise for work on this section there have been many newspaper stories in the local press covering the restoration of the W & B Canal. The feedback from these has been good support for the restoration and discussions with the current users of the towpath/cycleway have been overwhelmingly positive. A survey was carried out at Chippenham Rivers Festival in 2011, details attached. Concerning direct community involvement, we currently have a pool of approximately 45 volunteers who work on the restoration in the week and weekends.
How many people will benefit from your project?	31000+(population of Chippenham)
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.	The project links directly with the green tourism element of the Chippenham plan item 4.8
Any other information about your project. (Limited to a 1000 characters) These improvements to the towpath are part of the restoration of the Wilts Berks Canal, giving access to new parts of the countryside and providing a quiet tranquil place for healthy exercise and relaxation. This footpath and cycleway that runs along this section of the Wilts & Berks canal is already used by many local people, especially those from the Pewsham estate. The canal restoration over the last few years has re-introduced water into the canal which has attracted additional wildlife into the area and improved the environment for the existing wildlife. There is a total of 1.7 km of canal in water at Pewsham and the local branch of the Trust is restoring an old British Waterways work boat at the moment, which we hope to put on this section in Spring 2013. When the levels are correct and some of the bunds removed, we hope to be able to run boat trips for the public.	
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 type="checkbox"/>
Could your project be funded from your reserves?	Yes <input type="checkbox"/> No <input 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 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="15"/>	Female	<input type="text" value="2"/>
25 – 50 years	Male	<input type="text" value="10"/>	Female	1 <input type="text"/>
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?
Maintenance of the canal towpath is done by local volunteers

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?

A recent survey carried out on the relevant section of canal was done between 10am-4pm and during that time 235 used the section of the towpath/cycleway relevant to this project. We will survey them after the project is completed and we will put the findings in the local press.

Has Charities Information Bureau (CIB) helped you with this application/to seek funding for this project?	Yes <input type="checkbox"/>	Date contacted CIB	No <input checked="" type="checkbox"/>
To whom have you applied for funding for this project (<i>other than Wiltshire Council</i>)? <i>Please list with amount applied for and whether you have been successful</i>	Name of Funder	Amount Applied For	Amount Received
Have you or do you intend to apply for a grant from another area board within this financial year? <i>If yes, please state which one(s).</i>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Lacock/Corsham
Are you in receipt or anticipating other funding from other Wiltshire Council departments for this project?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	

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

Year ending: 2012	Month: March	Year: 2012
A - Total income:	£168,153	
B - Minus total expenditure:	£148,652	
Surplus/deficit for year: (A minus B)	£19,501	
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£22,071	

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	
Plant Hire(2wks)	£2,930	Own fundraising/reserves	C	£2,748
Materials	£2,512	Volunteer Matched Funding	C	£3,000
Labour costs	£4,100	Parish/town council		£
Signs/safety barriers	£165			£
10% Overhead charges	£970	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£			
	£	Other		£
	£			£
Total Project Expenditure	£10,677	Total Project Income		£5,748
Total project income B		£5,748		
Total project expenditure A		£10,677		
Project shortfall A – B		£4,929		
Grant sought from Wiltshire Council Area Board		£4,929		
Bank Details				
Please give the name of the organisations' bank account e.g. Barclays		Lloyds TSB		
Please give the name of the organisations' bank account e.g. Chippenham Scouts		Wilts & Berks Canal Trust		

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:

Date:

Position in organisation: ✓

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

