

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	Marston Meysey Village Hall Association (MMVHA)		
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)	Wootton Bassett and Cricklade Area Board
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).	To refurbish the existing dilapidated ,small kitchen at the village hall. This entails replacing the existing cupboards,worktops and other fittings plus providing a new refrigerator, dishwasher,and microwave.
Where will your project take place?	At the village hall
When will your project take place?	As soon as funding is in place
How many people will benefit from your project?	About 150 regular users and others .
How does your project demonstrate a direct link to the community plan for your area?	This project will improve the hall as a recreational amenity.
Please provide a reference/page no.	Northern Area Plan p22

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

Enhancement of village hall facilities for the benefit of the local community, which will improve community cohesion and reduce social isolation for older members of the village.

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)

Comments from users asking that additional equipment, such as a microwave and dishwasher, be installed. A better equipped kitchen will improve use of the hall for private and village events, also it will provide a more up to date hygienic environment. These improvements will encourage use by all sections of the village, including the regular ladies coffee morning, provide a possible venue for a toddler group and continued use as a meeting place for Parish/village hall committee meetings.

Any other information about your project.

The kitchen as improved will allow the provision of hot drinks and the service of hot food prepared elsewhere, as well as the storage and washing up of crockery cutlery and equipment, but is not large enough to accommodate an oven for cooking on the premises. The proposed improvements will make it more attractive to caterers and other hirers for private parties.

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="5"/>	Female	<input type="text" value="1"/>
25 – 50 years	Male	<input type="text" value="1"/>	Female	<input type="text" value="3"/>
Under 25 years	Male	<input type="text" value="0"/>	Female	<input type="text" value="0"/>
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?

We will fund it from funds generated locally from a program of annual fund raising, as we do now for the general maintenance of the hall

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

This would delay the project and would not contribute to improved useage of the hall to the detriment of local users.

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

Increased use of the hall for different functions plus the formation of new groups and activities.

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)?

None, but we have sought advice from the Charities Information Bureau in preparing this application.

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:

Month: Oct

Year: 2009

A - Total income:

£5057.16

B - Minus total expenditure:

£4857.22

Surplus/deficit for year: (A minus B)

£199.94

Free reserves held:

£5166.87

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
Provision of kitchen cupboards	£1,013	Own fundraising/reserves	c £1,750
Installation	£1,952		£
Provision of appliances	£535	Parish/town council	£
	£		£
	£	Trusts/foundations	£
	£		£
	£	In kind	£
	£		£
	£	Other	£1,750
	£		£
	£		£
	£		£
	£		£
Total Project Expenditure	£3,500	Total Project Income	£3,500

Total project income B	£1,750
Total project expenditure A	£3,500
Project shortfall A – B	£1,750
Award sought from Wiltshire Council Area Board	£1750
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	Marston Meysey Village Hall Treasurers Account

6 – Supporting information – Please enclose the following documentation

Enclosed (please tick)

- Written quotes including the one you are going to use
- Latest inspected/audited accounts or annual report
- Income and expenditure budget for current financial year
- Project budget (if applicable)
- 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 - 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?

MMVHA is also committed to promote equality and inclusion in the operation of the Village Hall so as to benefit all sections of the community. There will therefore be both equality of access to the services/facilities of the improved kitchen and no disadvantage to any section of the community.

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

see a above

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) To the benefit of all 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:

Position in organisation:

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