

Application Ref: 1967 / NH

(office use only)

P: (office use only)

You must complete all sections of the form and provide all requested documentation for your application to be accepted.

Which County Local Committee are you applying to?. North Horsham

Name of Organisation: St John Ambulance

Charity/ Number: 1077265/1

Project Title: Treatment Awning

1. Please provide a brief description of your **organisation**, including numbers of local volunteers and paid staff

As the nation's leading first aid charity we play a vital role in every community as we aim to deliver all aspects of our charitable mission in responsible ways that benefit all of those we work with and serve. Not only do we want to care for people directly; we want to ensure that their lives and their environment are as healthy and positive as possible. We're committed to continually finding ways to improve how we behave to ensure that every community we operate in is a caring one.

Our vision is:

Everyone who needs it should receive first aid from those around them. No one should suffer for the lack of trained first aiders.

Our mission is:

- To provide an effective and efficient charitable first aid service to local communities

2. Please provide a brief description of the project for which you are applying for funding (including why it is needed and who will benefit)

We have a treatment centre and to its side we attach an awning and place chairs and stretchers so that we can treat multiple casualties at public events such as Brighton Marathon, Pride, and London to Brighton Bike ride, Hixstead Show Ground, local fetes and carnivals and other events.

This project has the full support of the Officers and members of the unit who would be delighted to receive a visit from the Committee on completion of the project.

3. How much money are you applying for? £1400-00

4. What is the specific purpose for which the grant will be used?

To purchase a new awning Manual wide roof only cost
£1980-00 plus fitting @ £275-00 plus VAT total cost -£2706-00.

From.

Marco Properties
Railway Road, Newhaven. East Sussex
BN9 0AP

Priority is given to applications that are committed to providing match funding

5. Are you asking the committee to fund the total cost of this project?

NO

If you answered yes to question 5 Please explain why you are unable to contribute or obtain other funding:

If you answered no to question 5 How are you raising the rest of the money?

From donations and members efforts.

6. The Committee may decide to award only a percentage of the funding that you have requested. Please give details of which elements (if any) of your project that could still be carried out if this happened

Amount Given	Aspects of the project which could continue
75%	None as the funding is required to replace the present awning
50%	As above
25%	As above

7. Committees will not normally make awards over £2,500. If your application is for a sum over this amount please state why you feel the committee should support your project (it would be expected that your project demonstrate significant match funding and have a significant impact on the local community).

8. Which of the three objectives does your project specifically support? You can find further information regarding the objectives in the Community Initiative Funding Policy Document

ENCOURAGING COMMUNITY GROWTH & SELF-RELIANCE

•
Helping groups and organisations to develop their initial/starting assets and/or resources to support future financial independence

•
Helping Communities influence the planning and delivery of local services

•
Protecting the environment and promoting sustainable local development

9. Are any other local groups/organisations involved in your project? If so, please indicate who and the nature of their involvement

No

10. Is your local County Councillor supportive of your application?

YES

11. You must attach a copy of your accounts/financial statement to the application.
If you are unable to do so, please explain why:

Due to recent reorganisation of St John the unit as such does not have any funds and no accounts however, I will be happy to apply to region to see what they can come up with.

12. How will you measure the success of your project?

Once the new awning is fitted the unit will be available to attend the numerous public events in the area

13. People who work with children or other vulnerable members of society, whether they are volunteers or paid staff, must be vetted to ensure they are suitable to do so

Please confirm that all relevant staff and volunteers have received the appropriate Criminal Records Bureau clearance:

YES

Please provide an explanation as to why any relevant staff and volunteers have not received clearance:

If so, has this been granted?

YES

NO

Awaiting Outcome

You must complete all sections of the form and provide all requested documentation for your application to be accepted.

Which County Local Committee are you applying to? North Horsham

Name of Organisation: Horsham District Archaeology Group / HDAG

Charity/Company Number (if applicable):

Project Title: Horsham District Archaeology Group / HDAG Funds For Equipment

1. Please provide a brief description of your **organisation**, including numbers of local volunteers and paid staff

We are a local non profit organisation run by volunteers .We currently have 30 members whom all volunteer for various activities within the Horsham District Area and beyond. Our members are of all ages and abilities and we have been lucky enough to gain our members via word of mouth without advertising so far.

We have new members wishing to join and have grown rapidly in the short amount of time we have been going. Demand from the local community and our members now outweighs the equipment we have available and this is now limiting the growth of the group and the type of activities we can offer.

We work closely with other community groups and have day volunteers for some of the activities we undertake and our members also volunteer and take part in other community projects.

We offer our members the support and opportunities to gain training and qualifications for little or no cost where possible in a vast array of subjects connected to Heritage and Archaeology.

2. Please provide a brief description of the project for which you are applying for funding (including why it is needed and who will benefit)

We undertake various activities and projects every year and are not asking for one single project alone to be funded but for funds towards some of the vital equipment and learning resources we need.

In order to expand on our activities we need more resources as a lack of equipment means we cannot involve as many people as we would like. The equipment list of all of the items we need would allow us to eliminate our more expensive outgoings completely and undertake more projects covering a wider variety of subjects in the future. It will also allow us to advertise our organisation and expand our membership as well as involve more of the local community.

3. How much money are you applying for? Up to £2,500

4. What is the specific purpose for which the grant will be used?

The grant would be used solely to purchase vital equipment. So that we can continue to successfully expand our list of events and meet the growing demand and interest of the local community.

Priority is given to applications that are committed to providing match funding

5. Are you asking the committee to fund the total cost of this project?

NO

If you answered yes to question 5 Please explain why you are unable to contribute or obtain other funding:

Our membership fees already cover the annual running costs of the group and allow us to pay professionals to advise and teach us through a series of workshops which non members are invited along too for free or a small charge. This has allowed us to generate funds to operate the group successfully so far. We have already received 1 grant for £200.00 from the local Police Property Funds. Applications have been made for match fund grants to other organisations and we await their deadlines and decision dates. Saxon Weald/Southern Housing Group/Co-op/Lottery Heritage Fund. We are also very lucky to be sponsored for all of our insurance costs by a local insurance company.

If you answered no to question 5 How are you raising the rest of the money?

6. The Committee may decide to award only a percentage of the funding that you have requested. Please give details of which elements (if any) of your project that could still be carried out if this happened

Amount Given	Aspects of the project which could continue
75%	This will allow us to purchase all of our equipment and have a more substantial amount left over towards the purchase of our most expensive items and the Total Survey Station which will allow us to ask other Grant giving organisations to match your donation
50%	Purchase a stereo microscope and laptop as well as all the other equipment we need Digging tools / Safety Equipment / Surveying and Conservation tools or Tithe Maps etc we could also up date our web domain and web site.
25%	Purchase Safety equipment / Digging tools / Surveying and Conservation equipment.

7. Committees will not normally make awards over £2,500. If your application is for a sum over this amount please state why you feel the committee should support your project (it would be expected that your project demonstrate significant match funding and have a significant impact on the local community).

8. Which of the three objectives does your project specifically support? You can find further information regarding the objectives in the Community Initiative Funding Policy Document

We feel Horsham District Archaeology Group would support all three objectives.

Reaching New People

Developing Services & Supporting the local economy

Encouraging Community Growth & Self - Reliance

9. Are any other local groups/organisations involved in your project? If so, please indicate who and the nature of their involvement

Several local History and Archaeology societies join in with lots of our activities as well as interested community members. We organise hands on experience lectures and training in an informal environment We liaise with local schools colleges and universities and take part ourselves in other projects such as Archaeology South East & UCL,SEWAF Lidar and ancient woodland surveys etc. Lots of the activities we undertake are via the direct invitation of local farmers and landowners as well as people interested in finding out more about their own homes and environment. We have gained the support of museums and professionals with in the field whom all offer their advice and training for free as well as further opportunities to undertake new projects and activities. We actively participate in as many local projects as possible and encourage others to try new challenges, gain experience and learn new skills in the Horsham District Area and beyond. Some of our current project sites are Alfoldean/ Dedisham/ Slinfold/ Warnham/ Horsham /Billingshurst/ Pulborough/ Southwater/ Christ's Hospital/ Colegate/ Roffey /Knepp Castle/ East & West Grinstead/Shipleigh etc

10. Is your local County Councillor supportive of your application?

YES

11. You must attach a copy of your accounts/financial statement to the application.

If you are unable to do so, please explain why:

Please Find Copies of Bank Account Statement / Financial Statement & Full list of HDAG equipment requirements attached with this application below.

12. How will you measure the success of your project?

Success will be measured by the continuation of our groups events as well as the increased participation in a wider range of activities and subjects.

We can offer more events and activities and make them available to more of the community with the vital equipment and resources needed to do so. Our aim to undertake more subjects within a project and offer training in new skills.

We wish to advertise events and hold open days so that we can meet the growing demand from the community and allow more people to participate and become involved in Archaeology and Heritage in an informal and safe local environment.

volunteers or paid staff, must be vetted to ensure they are suitable to do so

Please confirm that all relevant staff and volunteers have received the appropriate Criminal Records Bureau clearance:

YES

Please provide an explanation as to why any relevant staff and volunteers have not received clearance:

14. Please indicate whether planning permission is required for your project:

NO

If so, has this been granted?

YES

NO

Awaiting Outcome

You must complete all sections of the form and provide all requested documentation for your application to be accepted.

Which County Local Committee are you applying to?..North Horsham CLC.....

Name of Organisation: Coolham Village Hall
Charity/Company Number (if applicable): 305418
Project Title: Replacement of Flat Roof

1. Please provide a brief description of your organisation, including numbers of local volunteers and paid staff

Coolham Village Hall is run by a management committee formed of 9 volunteers, all residing in the village. It is a registered charity run by the volunteers for the benefit of the community and hirers. Most of the straightforward maintenance tasks (eg emptying gutters; garden maintenance; replacing broken toilets) are carried out by the volunteers and expertise is only contracted in where absolutely necessary. The committee also raises funds for the hall and has recently (November 10th) organised a fund raising Dance Night.

2. Please provide a brief description of the project for which you are applying for funding (including why it is needed and who will benefit).....

Two flat roofs that cover the kitchen, disabled toilet and a storage room leak badly during heavy rain. They need to be repaired as soon as possible to avoid further damage to the roof joists and potentially to the rooms beneath. Currently tarpaulins are in place to provide protection. The charity does not have the full funding available to pay for the repairs. All the users of the hall will benefit from the repairs, most particularly the Montessori school which is there daily in term-time, the karate and Morris dancing groups that attend weekly and the choir which meets twice monthly. There are also many one-off hirers for parties, anniversaries, weddings and so on.

3. How much money are you applying for£2500

4. What is the specific purpose for which the grant will be used?

The money will be used to supplement the funds held by the charity and used to pay a contractor for the completion of the roof repairs. We have a firm quote of £13134 to fix both of the flat roofs.

Priority is given to applications that are committed to providing match funding

5. Are you asking the committee to fund the total cost of this project?

YES

NO

If you answered yes to question 5 Please explain why you are unable to contribute or obtain other funding:

If you answered no to question 5 How are you raising the rest of the money?

We will use funds currently held by the charity, whilst maintaining a small core contingency sum for emergencies (eg calling out an electrician or fixing damage to drains).

6. The Committee may decide to award only a percentage of the funding that you have requested. Please give details of which elements (if any) of your project that could still be carried out if this happened

Amount Given	Aspects of the project which could continue
75%	It may be possible to delay repair of the storage room roof although this may lead to further problems long term.
50%	None
25%	None

7. Committees will not normally make awards over £2,500. If your application is for a sum over this amount please state why you feel the committee should support your project (it would be expected that your project demonstrate significant match funding and have a significant impact on the local community).

8. Which of the three objectives does your project specifically support? You can find further information regarding the objectives in the Community Initiative Funding Policy Document

Developing services and supporting the local economy

Raising the profile of your local community within West Sussex.

- Providing match-funding for improvements to community infrastructure and developing communally held assets

9. Are any other local groups/organisations involved in your project? If so, please indicate who and the nature of their involvement

The leaks in the main flat roof have caused problems with the disabled toilet, which is, in effect, out of order (users are warned that the floor may be slippery due to a leaking ceiling) . Should the rain enter the adjacent kitchen and impact the electric wiring then, in the worse case scenario, we would have to close the hall with negative consequences for the local community, including the Coolham Montessori School ; Kenagi karate academy; Morris Dancing group; local choir, and Whist Club.

10. Is your local County Councillor supportive of your application?

YES

NO

HAVEN'T CONTACTED

11. **You must attach a copy of your accounts/financial statement to the application.**

If you are unable to do so, please explain why:

The accounts are attached, they are actually with the auditor at the time of submission.

12. How will you measure the success of your project?

The roofs are watertight and any risk of closure has been resolved.

13. People who work with children or other vulnerable members of society, whether they are volunteers or paid staff, must be vetted to ensure they are suitable to do so

Please confirm that all relevant staff and volunteers have received the appropriate Criminal Records Bureau clearance:

YES

NO

Please provide an explanation as to why any relevant staff and volunteers have not received clearance:

Not applicable

14. Please indicate whether planning permission is required for your project:

YES

NO

If so, has this been granted?

YES

NO

Awaiting Outcome

You must complete all sections of the form and provide all requested documentation for your application to be accepted.

Which County Local Committee are you applying to? North Horsham County Local Committee

Name of Organisation: Colgate Primary School

Charity/Company Number (if applicable):

Project Title: Sensory Garden

1. Please provide a brief description of your **organisation**, including numbers of local volunteers and paid staff

Colgate Primary School is a small Primary School on the outskirts of Horsham. We have 129 children from the age of 4 to 11 years old on roll and 5 classes. We have 26 paid members of staff. We also have a range of volunteers who support school trips across the school and who support reading by coming into school to hear readers. These are mainly parents of the children attending the school. We also have a local business called SAS who send volunteers twice a year to help do primarily gardening and external maintenance around the school.

2. Please provide a brief description of the project for which you are applying for funding (including why it is needed and who will benefit)

As part of the school development plan, we are looking to improve our learning environment in and around the school. Between two classes we have a rough piece of grass that serves no purpose. We want to create this rough piece of ground into an attractive small quiet sensory garden where it can be used for many things including outdoor learning, growing plants/vegetables and gardening by the children, a quiet sanctuary for children to reflect and/or calm down and for parents to sit and wait for their children at the end of the day in a stimulating and creative environment. This area has massive potential to enhance our outdoor learning spaces around school. It will benefit all of the children and adults working in school as well as all stakeholders who visit Colgate Primary School.

3. How much money are you applying for? £1700

4. What is the specific purpose for which the grant will be used?

We have many items on the plans that we want to purchase but we really want to have a circular pergola as a centre show piece of the garden. This cost is broken down as £1200 for the materials and £500 for the labour.

Priority is given to applications that are committed to providing match funding

5. Are you asking the committee to fund the total cost of this project?

YES

NO

If you answered yes to question 5 Please explain why you are unable to contribute or obtain other funding:

N/A

If you answered no to question 5 How are you raising the rest of the money?

We have been fund raising this year to try and raise the total amount of the price of the sensory garden. We have some of the money so far but are well short of the total.

6. The Committee may decide to award only a percentage of the funding that you have requested. Please give details of which elements (if any) of your project that could still be carried out if this happened

Amount Given	Aspects of the project which could continue
75%	Purchase of the Entrance and side Trellis work to the garden. (£1370)
50%	Purchase of the Raised Planters and Flower Beds (x5) (£750)
25%	Purchase of the Green Man Water feature for the garden. (£460)

7. Committees will not normally make awards over £2,500. If your application is for a sum over this amount please state why you feel the committee should support your project (it would be expected that your project demonstrate significant match funding and have a significant impact on the local community).

N/A

8. Which of the three objectives does your project specifically support? You can find further information regarding the objectives in the Community Initiative Funding Policy Document

Under Reaching New People, the objectives that the garden project will support are:- Starting- up new activities and expanding existing services for members of the community, Organising Community events and activities and Bringing the community together.
We want to develop the community aspect of the school and invite more of the local community into school to work with the children maybe on future gardening projects and curricular work. Such groups can include the church who come in to run assemblies, any local senior citizen group, the parish council etc. The garden also links to the Eco-warriors group that we have within school who work on encouraging the children to be more eco-friendly.

9. Are any other local groups/organisations involved in your project? If so, please indicate who and the nature of their involvement

It is hoped that we will be able to use the local business SAS to help support us in the maintenance of the garden once it is established.

10. Is your local County Councillor supportive of your application?

YES

NO

HAVEN'T CONTACTED

11. **You must attach a copy of your accounts/financial statement to the application.**

If you are unable to do so, please explain why:

12. How will you measure the success of your project?

We will measure the success of the project by how much it is used and gain feedback from all parties who have used it. The garden is to support children's learning and it will be planned into daily lessons across the school. Planning will be monitored by the Headteacher and the garden will support annual themed days such as 'Outdoor Learning day', 'Creative Arts day' and 'Science day'. The children's viewpoints will also be a good measure to how much it is being used and what the impact has been on their learning. Displays of children's work and photographs will highlight the opportunities and impact the garden has.

13. People who work with children or other vulnerable members of society, whether they are volunteers or paid staff, must be vetted to ensure they are suitable to do so

Please confirm that all relevant staff and volunteers have received the appropriate Criminal Records Bureau clearance:

YES

NO

Please provide an explanation as to why any relevant staff and volunteers have not received clearance:

14. Please indicate whether planning permission is required for your project:

YES

NO

If so, has this been granted?

YES

NO

Awaiting Outcome

Application Ref: 1977/NH (office use only)

P: (office use only)

You must complete all sections of the form and provide all requested documentation for your application to be accepted.

Which County Local Committee are you applying to?..North Horsham CLC.....

Name of Organisation:	Horsham Matters
Charity/Company Number (if applicable):	1116253
Project Title:	Horsham Churches Night Shelter

1. Please provide a brief description of your **organisation**, including numbers of local volunteers and paid staff

Horsham Matters (HM), Reg. Charity 1116253, was established by Horsham Churches Together (HCT) to execute projects which will benefit the local community. HM operates a Charity Community Centre which offers good quality second hand furniture both for sales to generate funds to support projects and with a range of discounts for those on lower incomes. HM works with partners such as HDC Housing, WSCC Adult and Youth Services and the YMCA and projects have include Horsham Children Can Do, Horsham Young Person's Advocacy Service, an alcohol intervention education programme and management of the Horsham District Youth Support Team. Horsham Matters also offers apprenticeship opportunities in partnership with Sussex Central College. Horsham Matters employs nine staff including the Night Shelter Coordinators.

HCT is a partnership of 32 churches in the Horsham District from across the denominations. The organisation works with organisations such as HDC in order to develop projects to benefit the local community. HCT will provide over 250 volunteers from 20 of its member churches to man this planned Night Shelter.

2. Please provide a brief description of the project for which you are applying for funding (including why it is needed and who will benefit)

There has been a growing awareness of homelessness as individuals for whom HDC has no statutory responsibility present themselves to the church for support. It is estimated that as many as 120 people were sofa surfing over a 12 month period. Additionally, changes in housing benefit as seen the 25-35 age group suffer a 50% reduction in housing benefit. Horsham Churches Together plans to open a Night Shelter for the three coldest months (December 2012 to February 2013 inclusive) for homeless people with a local connection. An evening meal, bed and breakfast will be provided for up to 28 days using The Centre for the meals and St. John the Evangelist Church Hall for the accommodation. This will be run by 2 staff employed by Horsham Matters and 250-300 volunteers from local churches. Guests will be supported in trying to secure permanent accommodation and signposted to support agencies as required.

3. How much money are you applying for?...£5,000.....

4. What is the specific purpose for which the grant will be used?

The grant will be used for the following items:	
- Beds, bedding, towels etc.	£1,276
- Installation of a shower room at St. John's Church Hall for use by Night Shelter guests	£3,733
	TOTAL £5,009
Horsham Matters will be funding the following items:	
- Night Shelter Coordinator and Assistant Coordinator	£8,100
- Hire of The Centre and provision of meals	£6,436
	TOTAL £14,536
Horsham Churches will be funding the following items:	
- Toiletries, cleaning materials, consumables	TOTAL £1,000
	TOTAL PROJECT £20,545

Priority is given to applications that are committed to providing match funding

5. Are you asking the committee to fund the total cost of this project?

YES

NO

If you answered yes to question 5 Please explain why you are unable to contribute or obtain other funding:

If you answered no to question 5 How are you raising the rest of the money?

Horsham Churches Together and Horsham Matters, the action arm of Horsham Churches Together, are partnering to deliver the Night Shelter.
 Horsham Matters will fund £13,950 of the total £20,544 cost.
 Local churches / church members will be asked to fund £1,000.

6. The Committee may decide to award only a percentage of the funding that you have requested. Please give details of which elements (if any) of your project that could still be carried out if this happened

Amount Given	Aspects of the project which could continue
75%	Horsham Matters will still open the Night Shelter and would continue to seek funding to allow it to operate for the planned 3 months. Failure to secure adequate funding may result in the early closure of the shelter leaving homeless people literally out in the cold.
50%	Horsham Matters will still open the Night Shelter and would continue to seek funding to allow it to operate for the planned 3 months. Failure to secure adequate funding may result in the early closure of the shelter leaving homeless people literally out in the cold.
25%	Horsham Matters will still open the Night Shelter and would continue to seek funding to allow it to operate for the planned 3 months. Failure to secure adequate funding may result in the early closure of the shelter leaving homeless people literally out in the cold.

7. Committees will not normally make awards over £2,500. If your application is for a sum over this amount please state why you feel the committee should support your project (it would be expected that your project demonstrate significant match funding and have a significant impact on the local community).

Horsham Matters and Horsham Churches Together are together funding 75% of the project cost and seeking modest funding (25%) from the CLC which covers the capital/set-up cost of the project. This capital funding will provide the shower facilities and beds for the Night Shelter Guests.

The project will benefit a group for whom there is no statutory responsibility in an area where even affordable housing is expensive. HDC itself does not understand the size of the issue as this group tends not to register as homeless since those belonging to it know that they will not receive any assistance with housing from the Housing Department. It is acknowledged that provision of this service will assist the Housing Team in understanding this.

HDC Housing is one of the groups that will be referring guests to the shelter; along with the Y Centre (currently full), the Salvation Army, ARK and another agency still under consideration.

8. Which of the three objectives does your project specifically support? You can find further information regarding the objectives in the Community Initiative Funding Policy Document

Reaching New People - the project will bring together over 250 volunteers from 20 of HCT's member churches to provide beds for up to 8 homeless people per night. This will be the first year that a Night Shelter for the Homeless will be offered.

Developing Services and Supporting the Local Economy - beds will be available for homeless people as well as support to find long term housing and signposting to agencies for support with other needs such as alcohol, drugs, illness, work experience etc. The local benefit will be helping people make constructive and productive contributions locally.

Encouraging Self-reliance - a key objective is to support guests who are struggling to move on to a secure an independent future. The Night Shelter is providing a safety net from which to move to a long term solution.

9. Are any other local groups/organisations involved in your project? If so, please indicate who and the nature of their involvement

HCT has consulted **HDC's Housing Team** (Trevor Beadle) and HDC will refer guests along with the **YMCA**, **Salvation Army**, and **ARK**. The **CAB** is also being engaged as a possible referring agency.

The local **Police** to support the project by dropping in and supporting during operating hours.

Horsham Matters is staffing and funding 75% of the project. The Centre has agreed to host the evening meals.

The following **20 churches** are providing volunteers: Brighton Road Baptist Church, Christian Life Centre, Go Church, Holy Innocents CoE Southwater, Holy Trinity CoE, Holy Trinity CoE Lower Beeding, Holy Trinity CoE Rudgwick, Kindom Faith, Kings Church Horsham, London Road Methodist, Southwater Community Methodist Church, St. Andrew's CoE Nuthurst, St. Andrew's Methodist, St. John the Evangelist, St. John's CoE, St. Margaret's CoE, St. Mark's CoE, St. Mary's CoE, St. Peter's CoE, Trafalgar Road Baptist Church.

10. Is your local County Councillor supportive of your application?

YES

NO

HAVEN'T CONTACTED

11. **You must attach a copy of your accounts/financial statement to the application.**
If you are unable to do so, please explain why:

12. How will you measure the success of your project?

The project will open on 1st December 2012 (currently not fully funded).

The project runs successfully providing a Night Shelter until 28th February 2013 and move on support until 31st March 2103.

250 - 300 volunteers from local churches, approved to participate by their church leaders, will be trained.

The number of guests referred by the approved agencies.

The number of guests (homeless) who are provided with meals and beds and not on the streets.

The number of guests assisted to find long term accommodation to move on to.

The number of guests signposted to appropriate support agencies.

13. People who work with children or other vulnerable members of society, whether they are volunteers or paid staff, must be vetted to ensure they are suitable to do so

Please confirm that all relevant staff and volunteers have received the appropriate Criminal Records Bureau clearance:

YES

NO

Please provide an explanation as to why any relevant staff and volunteers have not received clearance:

The Night Shelter Coordinator and Assistant Coordinator will both be CRB checked as they will potentially work with guests to provide the move-on support.
Guests will all be 18+
Volunteers providing the meals and manning the Night Shelter will all work in teams and will not be involved in any one on one contact with guests in the shelter.

14. Please indicate whether planning permission is required for your project:

YES

NO

If so, has this been granted?

YES

NO

Awaiting Outcome

Application Ref:

1983/NH

(office use only)

P:

(office use only)

You must complete all sections of the form and provide all requested documentation for your application to be accepted.

Which County Local Committee are you applying to? NORTH HORSHAM

Name of Organisation: Billingshurst Parish Council
Charity/Company Number (if applicable): 227480
Project Title: Billingshurst Community & Conference Centre

1. Please provide a brief description of your **organisation**, including numbers of local volunteers and paid staff

Billingshurst Parish Council is the Sole Managing Trustee of the Billingshurst Community and Conference Centre (formerly Village Hall) charity. The Billingshurst Centre has one full time member of staff, two part time staff and six casual staff and volunteer help for community events, such as concerts. The Billingshurst Centre is operated separately from the Parish Council by the Centre Manager, keeps its own accounts and has its own bank account.

2. Please provide a brief description of the project for which you are applying for funding (including why it is needed and who will benefit)

The Council as Sole Managing Trustee of the charity is applying for funding for the Billingshurst Centre charity. There are two parts to the funding application:
Part 1 – Thermostatic controls for the central heating. The Billingshurst Centre is a large building with a large main hall, Council Chambers, Stanley Room, Committee Rooms 1 and 2, Community Police Office, Community Transport Office and Parish Office. In order to fully heat the main hall for Rainbow Toddlers, Adult Education, Pilates, Badminton or Short Mat Bowls, the rest of the building is swelteringly hot. Then all the windows are opened to cool the other rooms down. This is a waste of energy, bad for the environment and financially costly. Only one quotation for thermostatic controls has been sought from the company that services the heating system at the Centre, as they are fully conversant with the system.
Part 2 – Scaffolding Tower. The main hall is 6.5m high. The main hall is used for community events such as the Scout and Guide Gang Show, performances by the Theatre Arts Schools and concerts. The scaffolding tower is needed to access the stage lighting by the lighting technicians and also by the Centre Manager to change the high level lighting and retrieve loss shuttlecocks that can become a fire hazard when they are lodged in the lighting. The existing scaffolding tower is now obsolete as it does not meet current legal requirements as it does not include a toe bar, knee-high rails or stabilising stanchions. Three quotations have been obtained for scaffolding towers: the quotation from Towers and Sanders is adequate, as the scaffolding tower will neither be used outside or stored outside.

3. How much money are you applying for? Part 1 - £1,275 Part 2 - £888

4. What is the specific purpose for which the grant will be used?

See 2 above

Priority is given to applications that are committed to providing match funding

5. Are you asking the committee to fund the total cost of this project?

YES

NO

If you answered yes to question 5 Please explain why you are unable to contribute or obtain other funding:

The Billingshurst Centre management accounts to 30 September 2012 indicate a £10,000 loss at mid financial year. There has been a steep downturn in commercial hire, and whilst local commercial and non-commercial hire has increased, this does not generate the same level of income. Steps are also being taken to increase hire fees, reduce costs and seek grant funding for capital costs.

If you answered no to question 5 How are you raising the rest of the money?

6. The Committee may decide to award only a percentage of the funding that you have requested. Please give details of which elements (if any) of your project that could still be carried out if this happened

Amount Given	Aspects of the project which could continue
75%	None
50%	None
25%	None

7. Committees will not normally make awards over £2,500. If your application is for a sum over this amount please state why you feel the committee should support your project (it would be expected that your project demonstrate significant match funding and have a significant impact on the local community).

8. Which of the three objectives does your project specifically support? You can find further information regarding the objectives in the Community Initiative Funding Policy Document

Part 1 meets the objective of reaching new people. The Billingshurst Centre is a focal point in the community and offers community facilities accessible locally. Due to the range of activities available, it is essential that the building can be heated appropriately.

Part 2 also meets the objective of reaching new people as the Centre provides shows and concerts for local people, for instance parents and extended their family attending to watch children participate in theatre arts performances or the Scout and Guide Gang Show and the very popular Macmillan film nights.

9. Are any other local groups/organisations involved in your project? If so, please indicate who and the nature of their involvement

No.

10. Is your local County Councillor supportive of your application?

YES X

NO

HAVEN'T CONTACTED

11. You must attach a copy of your accounts/financial statement to the application.

If you are unable to do so, please explain why:

12. How will you measure the success of your project?

Part 1 – By reducing our gas bill, as the heating will be controlled thermostatically in each room.

Part 2 – Being able to continue to hold shows and concerts in the main hall.

13. People who work with children or other vulnerable members of society, whether they are volunteers or paid staff, must be vetted to ensure they are suitable to do so

Please confirm that all relevant staff and volunteers have received the appropriate Criminal Records Bureau clearance:

YES

NO

Please provide an explanation as to why any relevant staff and volunteers have not received clearance:

Centre staff have no direct control of children or adults that may be considered vulnerable in a regulated activity.

14. Please indicate whether planning permission is required for your project:

YES

NO

If so, has this been granted?

YES

NO

Awaiting Outcome

You must complete all sections of the form and provide all requested documentation for your application to be accepted.

Which County Local Committee are you applying to? NORTH HORSHAM CLC

Name of Organisation:	HORSHAM DEBT ADVICE SRVICE
Charity/Company Number (if applicable):	1098960
Project Title:	UPGRADE OF HDAS PC SYSTEM

1. Please provide a brief description of your **organisation**, including numbers of local volunteers and paid staff

Horsham Debt Advice Service (HDAS) is a charity serving the community by providing free, confidential face-to-face advice and counselling to those who find themselves disadvantaged by the burden of personal debt. Advisors assist clients by working out a financial statement with them and offering a personal plan of action, which may include liaison with creditors and other agencies on their behalf. The aim of HDAS is, by offering practical help and support, to enable those who come to us to overcome their indebtedness and develop the skills to take control of their own finances.

Currently there are 21 Advisors and 1 part-time Administrator, all of whom give their time to this service voluntarily.

2. Please provide a brief description of the project for which you are applying for funding (including why it is needed and who will benefit)

HDAS currently uses a number of computers to analyse clients' finances and to produce correspondence with creditors. The current set-up is based on a small network of machines running Windows XP operating system and Office 2003. As Microsoft will be withdrawing support for this platform in 2014, HDAS are proactively upgrading to Windows 7 and Office 2010 during 2013.

3. How much money are you applying for? One thousand pounds

4. What is the specific purpose for which the grant will be used?

To replace one PC machine which is of low specification and would not be worth upgrading		650
To upgrade the memory on 3 machines	150	
To upgrade the operating system on 3 machines		50
To upgrade to Office 2010 on 5 machines		150

Priority is given to applications that are committed to providing match funding

5. Are you asking the committee to fund the total cost of this project?

YES

NO

If you answered yes to question 5 Please explain why you are unable to contribute or obtain other funding:

It is hoped that NHCLC will consider the full cost of this first stage of a larger project, for which additional funding will be sought in due course.

If you answered no to question 5 How are you raising the rest of the money?

6. The Committee may decide to award only a percentage of the funding that you have requested. Please give details of which elements (if any) of your project that could still be carried out if this happened

Amount Given	Aspects of the project which could continue
75%	Purchase of 1 new PC machine + some of the memory upgrade.
50%	None
25%	None

7. Committees will not normally make awards over £2,500. If your application is for a sum over this amount please state why you feel the committee should support your project (it would be expected that your project demonstrate significant match funding and have a significant impact on the local community).

N/A

8. Which of the three objectives does your project specifically support? You can find further information regarding the objectives in the Community Initiative Funding Policy Document

Reaching new people

Demand for new appointments recently has been continuous, indicating the ever-increasing need in these times of economic recession.

HDAS has been operating in Horsham District for 10 years. People of all ages and from all walks of life come to us seeking advice and help, often with very little hope but, with the careful and consistent support and encouragement of HDAS Advisors, most are enabled to tackle their debt problems, and many have succeeded in managing their own finances more effectively.

9. Are any other local groups/organisations involved in your project? If so, please indicate who and the nature of their involvement

HDAS is part-funded by 10 member churches of Horsham Churches Together, and Advisors are drawn from the local community.

HDAS is pleased to have made good relationships with, and receive referrals from a number of local organisations, community groups, health workers, housing associations, and other charitable organisations, working in partnership to support those experiencing financial difficulties and other hardships.

10. Is your local County Councillor supportive of your application?

YES

NO

HAVEN'T CONTACTED

11. You must attach a copy of your accounts/financial statement to the application.

If you are unable to do so, please explain why:

Our governing document has been previously supplied to you.

A copy of the Report and Accounts for 2011 is attached.

12. How will you measure the success of your project?

With the funds to enable the process detailed in section 2, the necessary equipment will be installed and upgraded so that HDAS is operating on a supportable platform for the future.

13. People who work with children or other vulnerable members of society, whether they are volunteers or paid staff, must be vetted to ensure they are suitable to do so

Please confirm that all relevant staff and volunteers have received the appropriate Criminal Records Bureau clearance:

YES

NO

Please provide an explanation as to why any relevant staff and volunteers have not received clearance:

There are no children directly involved in the work of Horsham Debt Advice Service. HDAS Advisors always see clients in teams of two. It is always requested that vulnerable adult clients are accompanied by a responsible person. Based on these facts, the Management Committee took the decision that no checks in this respect were required of Horsham Debt Advice Service.

14. Please indicate whether planning permission is required for your project: N/A

YES

NO

If so, has this been granted?

YES

NO

Awaiting Outcome

Application Ref: (office use only)

P: (office use only)

You must complete all sections of the form and provide all requested documentation for your application to be accepted.

Which County Local Committee are you applying to? West Sussex

Name of Organisation: None

Charity/Company Number (if applicable): N/A

Project Title: Renovation of Broadbridge Heath Dirt Jumps

1. Please provide a brief description of your **organisation**, including numbers of local volunteers and paid staff

We aren't an organisation, the project is being co-ordinated by Mary Bureghs from Broadbridge Heath Parish Council, I am applying for funding from a few places and have contacted R.P.S Contractors to secure prices, Roy Smith owns R.P.S Contractors.

2. Please provide a brief description of the project for which you are applying for funding (including why it is needed and who will benefit)

Since BBH Dirt Jumps were originally built they have provided a learning and training ground for bike riders looking to raise their skills throughout Horsham and West Sussex. The jumps are worn and have been destroyed a few times and needs work to create trails for a wider range of riding abilities that are safer and more fun to use.

3. How much money are you applying for? £1080, ANY amount helps a lot though!

4. What is the specific purpose for which the grant will be used?

Taken from the quote given by R.P.S Contractors:
 "To build new area and develop old, to clear area and build new jumps by bringing in subsoil and also building bigger jumps on original course by importing subsoil supplying all plant and labour." We have at our site a lot more land available to us than is being currently used. We want to ~~clear~~ clear it out, build new jumps and then create jumps on the existing area bigger and smaller for a range of riders. It days with mini digger, dumper truck and extra soil being brought in.

Priority is given to applications that are committed to providing match funding

5. Are you asking the committee to fund the total cost of this project?

YES

NO

If you answered yes to question 5 Please explain why you are unable to contribute or obtain other funding:

If you answered no to question 5 How are you raising the rest of the money?

BBH Parish council has agreed to give us £500, if we cannot get the full remaining £1080 from this grant then we will also apply to Horsham District council and local companies.

6. The Committee may decide to award only a percentage of the funding that you have requested. Please give details of which elements (if any) of your project that could still be carried out if this happened

Amount Given	Aspects of the project which could continue
75%	2 or 3 days with the digger, dumper, and sub soil
50%	2 days with digger and one with the dumper, sub soil brought in.
25%	1 day with a digger and dumper with some sub-soil brought in

7. Committees will not normally make awards over £2,500. If your application is for a sum over this amount please state why you feel the committee should support your project (it would be expected that your project demonstrate significant match funding and have a significant impact on the local community).

8. Which of the three objectives does your project specifically support? You can find further information regarding the objectives in the Community Initiative Funding Policy Document

Reaching New People: People from the village enjoy watching and taking their children to the jumps, as ~~more~~ jumps are built for higher skilled riders, more people will go to watch, and with jumps for lower skilled riders, more people will be encouraged to have a go.
Developing services & supporting the community: The area will gain increased visitors as good dirt jumps are hard to come by, as it is we've had riders coming from Brighton to ride (by train) and all riders buy food in local shops in the villages surrounding. Teenagers are taken off the street and are doing something healthy and social.

9. Are any other local groups/organisations involved in your project? If so, please indicate who and the nature of their involvement

No.

10. Is your local County Councillor supportive of your application?

YES

NO

HAVEN'T CONTACTED

(David Sheldon said to apply for a grant.)

11. You must attach a copy of your accounts/financial statement to the application.

If you are unable to do so, please explain why:

I am not managing the accounts

12. How will you measure the success of your project?

If the plans we have are completed before the riding season starts (the jumps can't be ridden in the winter), ~~the~~ May/June time, I would consider it successful.

13. People who work with children or other vulnerable members of society, whether they are volunteers or paid staff, must be vetted to ensure they are suitable to do so

Please confirm that all relevant staff and volunteers have received the appropriate Criminal Records Bureau clearance:

YES

NO

N/A

Please provide an explanation as to why any relevant staff and volunteers have not received clearance:

No volunteers/paid staff will be working with children in this project.

14. Please indicate whether planning permission is required for your project:

YES

NO

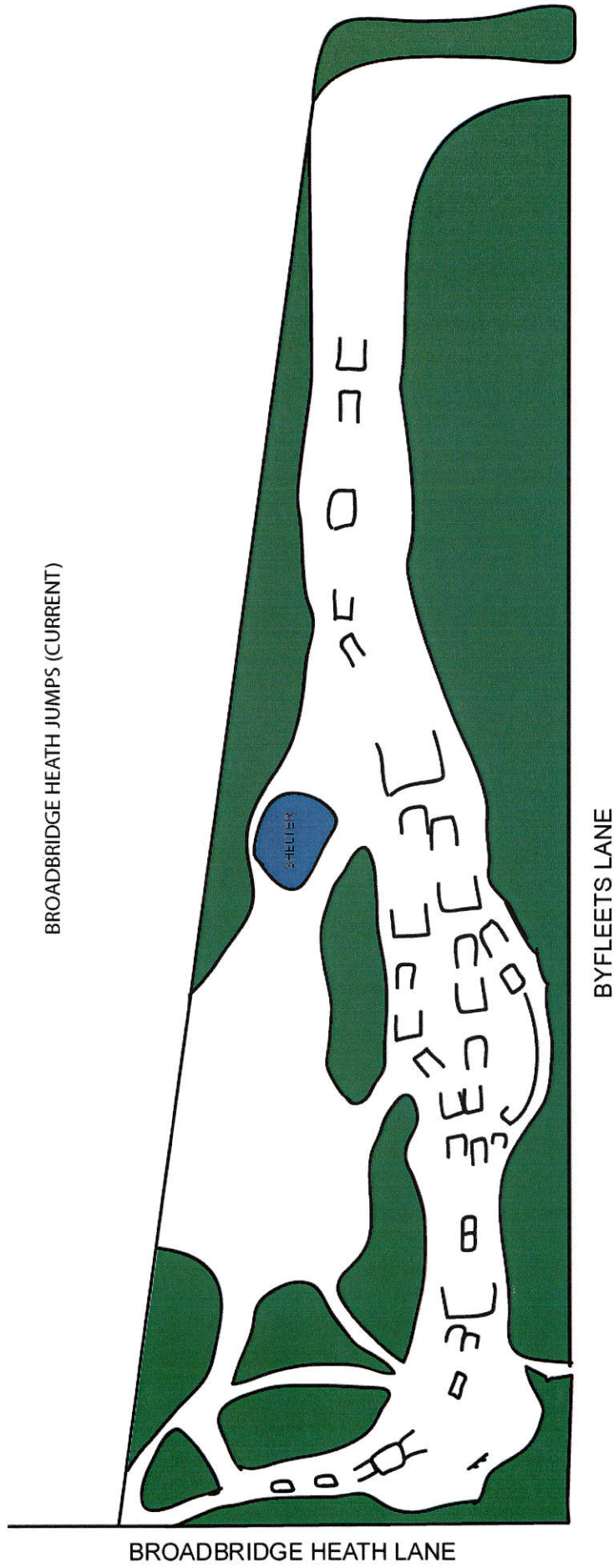
If so, has this been granted?

YES

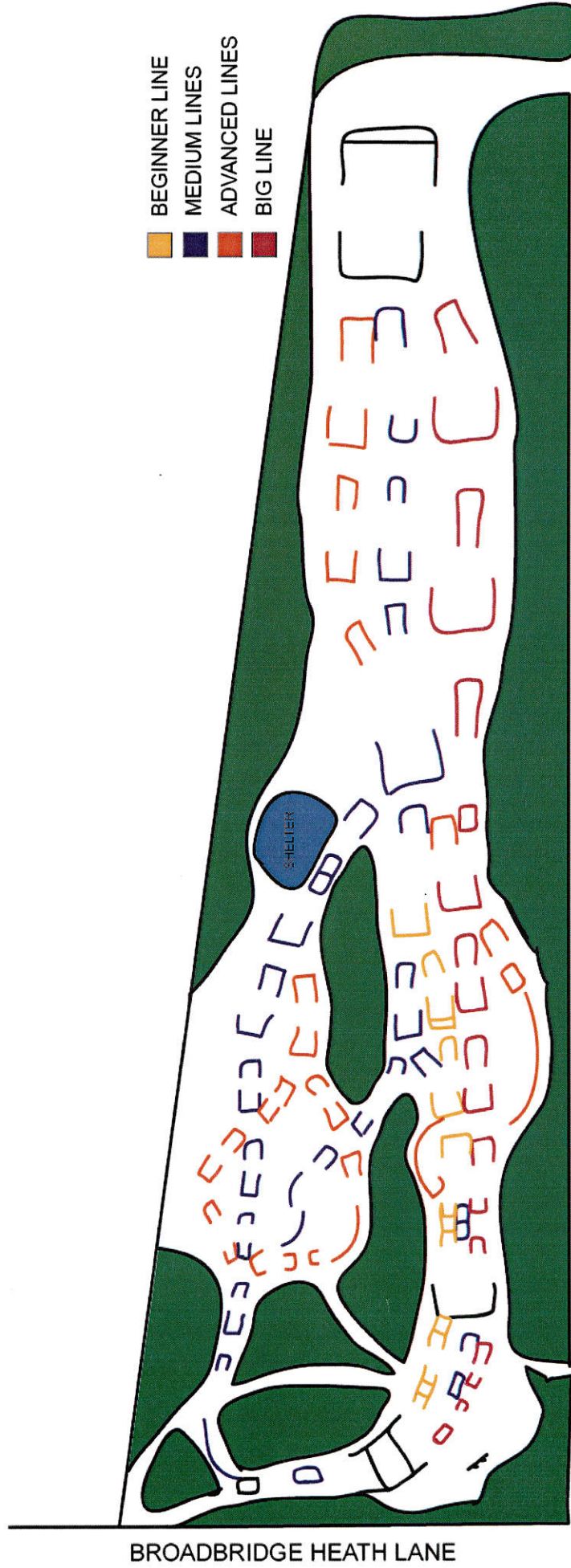
NO

Awaiting Outcome

Before renovation



After renovation



You must complete all sections of the form and provide all requested documentation for your application to be accepted.

Which County Local Committee are you applying to North Horsham.Community Initiative Funding.....

Name of Organisation: Friends Of Station Road Gardens (Billingshurst)Ltd
Charity/Company Number (if applicable): Company No.7705234 Charity Status Applied for
Project Title: Station Road Gardens

1. Please provide a brief description of your organisation, including numbers of local volunteers and paid staff

Friends of Station Road Gardens are a group of volunteer's that have formed a not for profit company to develop a redundant cricket-football ground into a Community Garden for the benefit of the whole community. We have seven Directors and fifteen members all of which are volunteers, we have no paid staff..We are also well supported by the Senior and primary schools as well as the children and family centre- local shops and businesses

2. Please provide a brief description of the project for which you are applying for funding (including why it is needed and who will benefit)

Station Road Gardens Project is an ongoing project to transform redundant playing fields into a community garden for the whole of the community. The gardens require the installation of new paths/-planting-and play equipment. The design of the gardens has been agreed after consultation with the public and all the local schools in Billingshurst..We have completed phase 1 of the project that is the pathways costing around £70.000,and have also prepared the ground work for planting and play equipment. It is planned that work will continue on the planting and play equipment next year

3. How much money are you applying£2000.....

4. What is the specific purpose for which the grant will be used?

The gardens are fenced by Tubular round topped green powder coated fencing to the east of the site, the north and west boundry are fenced off with concrete posts and chain link fencing. This area of fencing has been misused and vandalised, and is now in need of replacing. In places it is broken down and the The gates have had the wire cut to make large holes for entry, this could now cause serious injury to those Using it.This is the main reason for wanting it replaced, and it will also benefit the community gardens. Please find attached the preferred estimate for the replacement fencing total cost £15,570 plus VAT. The

Priority is given to applications that are committed to providing match funding

5. Are you asking the committee to fund the total cost of this project?

NO

If you answered yes to question 5 Please explain why you are unable to contribute or obtain other funding:

N/A

If you answered no to question 5 How are you raising the rest of the money?

We are asking for the £2000 for a deposit to qualify the Friends Of Station Road Gardens to apply for Section S106 for the balance required to meet the quotation' total sum of £15,570.00 plus VAT

6. The Committee may decide to award only a percentage of the funding that you have requested. Please give details of which elements (if any) of your project that could still be carried out if this happened

Amount Given	Aspects of the project which could continue
75%	Towards the cost of the fencing
50%	Towards the cost of the fencing
25%	Towards the cost of the fencing

7. Committees will not normally make awards over £2,500. If your application is for a sum over this amount please state why you feel the committee should support your project (it would be expected that your project demonstrate significant match funding and have a significant impact on the local community).

We will be pleased to apply for the sum as mentioned under item 3

8. Which of the three objectives does your project specifically support? You can find further information regarding the objectives in the Community Initiative Funding Policy Document

- 1) Reaching new people is of importance to us as an organisation;
- 2) we will encourage community growth and self- reliance

9. Are any other local groups/organisations involved in your project? If so, please indicate who and the nature of their involvement

Billingshurst senior and primary schools, the Scouts organisation has been invited and accepted.

10. Is your local County Councillor supportive of your application?

YES

11. **You must attach a copy of your accounts/financial statement to the application.**
If you are unable to do so, please explain why:

Our first official accounts are not due until July 2013; will attach the most recent bank statement for your use.

12. How will you measure the success of your project?

Our project reflects the wishes of our community and by installing new perimeter fencing and access gates we will improve the general appearance of the gardens and will provide safe access for all – especially for school students wishing to access the gardens and on their way to and from the station.

13. People who work with children or other vulnerable members of society, whether they are volunteers or paid staff, must be vetted to ensure they are suitable to do so

Please confirm that all relevant staff and volunteers have received the appropriate Criminal Records Bureau clearance:

YES

Please provide an explanation as to why any relevant staff and volunteers have not received clearance:

All project involving children supervised by members who have been CRB checked

14. Please indicate whether planning permission is required for your project:

YES

If so, has this been granted?

YES