

SURREY HEATH BOROUGH COUNCIL COMMUNITY GRANT APPLICATION FORM

COMPLETED APPLICATIONS MUST BE RETURNED TO:  
COMMUNITY PARTNERSHIPS OFFICER  
SURREY HEATH BOROUGH COUNCIL  
SURREY HEATH HOUSE  
KNOLL ROAD  
CAMBERLEY  
SURREY GU15 3HD

OFFICE USE ONLY  
APPLICATION NO:

[Empty box for application number]

APPLICATION FOR A COMMUNITY FUND GRANT

1. YOUR ORGANISATION

1.1 Organisation Name: *Camberley Judo Club*

1.2 Principal Contact Name: *Samantha Skillcorn*

1.3 Organisation Contact Address (for correspondence related to the application):

*Camberley Judo Club, Deer Rock Road,  
Camberley, Surrey,*

Post Code: *GU15 4EP*

Daytime telephone no: [Redacted]

E-mail address: [Redacted]

Amount applied for: *£17,500*

1.4 Please confirm your organisation is 'not for profit' *Confirm not for profit charity*

- 1.5 Organisation Type (please tick):
- Formally constituted Club/Association/Trust *Charity*
  - Other public sector body
  - School/college
  - Other

1.6 How many members are in your organisation?  up to 25  26-50  51-75  
 76-100  101+

1.7 How long has the organisation existed? *Camberley Judo Club has existed for over 30 years but registered as a charity 6 years ago.*

- 1.8 Are you a registered charity? *Yes 1130119*.....  
 (If yes, please state the charity number)
- 1.9 Are you VAT registered? *No*.....  
 (If yes, please state VAT number)
- 1.10 Are you affiliated to a national organisation? *Yes BJA - British Judo Association*.....
- 1.11 If yes, have you applied to them for funding? *None available*.....
- 1.12 If not, please state your reasons for not doing so.....

1.13 Please state where your funding comes from. *Private fundraising, such as members running London Marathon, Summer fetes & other club run events*.....

## 2. PROJECT DETAILS

2.1 Please describe the project in as much detail as possible. The information provided should accord with your Business Plan.

*The strength & conditioning gym would be open to members & the wider community. It would benefit all members from beginners to Elite athletes. We hope to engage a wider audience in taking regular exercise & improving their health. This would particularly be aimed at parents who have children participating in Judo classes. With around 300 current 'users', including parents our direct target would be double this and consist mainly of people who live in the Surrey Heath area.*

2.2 What is the timescale of the project? Start Date: *November 2015*.....  
 Completion Date: *December 2015*.....

2.3 Who will benefit from the project, the wider community or a small section? .....

*Approx 300 participants from the wider community plus their parents / family, up to 600 people.*

2.4 Please describe your current facilities. ....

*No gym facility at all. Only a dojo (room with mats & padded walls.)*

2.5 What other activities/services are offered at this site? *Brazilian jujitsu, Karate, traditional Jujitsu, Women's only fitness classes, childrens parties, general fitness classes*

2.6 Can any additional activities/services be offered on completion of the project which will benefit the local community?  
*A facility to exercise and an environment to promote improved healthy lifestyles*

2.7 How many people use the current facilities? *300 participant in judo an additional 300 (approx) spectate*

2.8 How many people will use the facilities on completion of the project? *Opportunity for all 600*

2.9 Over what period will the community benefit from the completion of the project?  
 up to 12 months  1 to 2 years  2 to 3 years  over 3 years

2.10 Is it necessary to be a member of your organisation to participate in its activities?  
*No*

2.11 Does your organisation charge a membership fee and if so, how much is the charge?  
*No membership fee. Participation in a judo class is from £4.*

2.12 When was the membership fee last increased? *Jan 2014*

2.13 Which parts of the local area do your members tend to come from?  
*5-7 yrs from Old Dean, 7-10 yrs Surrey Heath, 10-15 Surrey & Hants, 15 yrs + Nationally & Internationally*

2.14 Does your organisation have open days to encourage new members?  
*Yes, all classes have an open door policy. We run a Summer Fete for the local community & regularly work with local schools to support their events & assemblies etc.*

2.15 How many people regularly use your facility? *300*

2.16 Are numbers increasing at your facility? If not, please set out why you think this might be the case.  
*Yes we are enjoying a healthy membership growth since the success of 2012 Olympics.*

2.17 Please state how your application recognises the diverse needs of your existing and possible future members  
*We are always an inclusive club and have expertise in the sporting industry to support a diverse range of needs.*

3. PROJECT SITE

3.1 What is the location of the project? *To rear of dogs building*

3.2 What is the tenure of the property? (If leased, please give details. If monies are to be repaid, please give details.)  
*Leased from SHBC*

3.3 What is the current condition of the property and are any other works being carried out?  
*No other works*

3.4 Permission may be required under building regulations and relevant planning acts. Please give details of the authorisation obtained.  
*Not aware of planning permission being required as low level unit.*

Note: Where permission is required and has not been obtained, the application will not progress.

Approval of the grant does not signify approval under any other council requirements such as planning permission.

3.5 Have you obtained, and enclosed with your application, two quotes for the work to be carried out?  
*Yes*

3.6 If required, have you obtained architect's plans or sketches and details of planning or building regulation consent? Have you enclosed these with your application?

4. PROJECT COSTS

4.1 How much grant are you applying for? £ 17,500

4.2 What do you anticipate the total project cost to be? £ 35,000

	<u>COST</u>	<u>ITEM</u>
4.3 Please give a breakdown of costs (purchase of land/buildings, professional fees, VAT etc).	£ 21,631	<i>Construction &amp; supply of modular building</i>
	£ 13,500	

*Exercise / Gym equipment.*

£

£

£

4.4 Is your organisation contributing any of its own finances to the project? (If not, please explain why.)

*Yes. We have been fundraising for this project*

4.5 Have you applied for funding from any other source? Please supply evidence of the application, whether successful or not, and, if successful please advise how much you received

*No*

4.6 What additional fund-raising have you undertaken?

*In house fundraising by club members*

4.7 Do your present funds contain any provision for future commitments?

*The charity finances are closely monitored by our board of Trustees on an ongoing basis. We do have a 'rainy day' fund set aside*

4.8 Please provide details of any other regular revenue or capital payments to your organisation? *for emergency or maintenance*

*Regular revenue would be our clubs participation fees*

4.9 How much additional income will be generated on completion of the project?

£

4.10 Does your organisation have money set aside for the future sustainability of the project or maintenance of any equipment? Please explain how these areas will be catered for.

*See 4.7*

**5. RISK**

5.1 If your application is unsuccessful how will your organisation fund the project?

*We will not be able to go ahead with the project at this stage.*

5.2 What is the risk to your organisation if the project doesn't happen?

*The Judo club will continue to function but will not be reaching new participants e helping improve health of wider community*

5.3 How will you mitigate/reduce the risk? .....

*n/a*

5.4 The Council will fund up to 75% of the cost of applications up to £2,000 and up to 50% between £2,001-£25,000. If your project is not awarded the amount requested how will your organisation fund the rest of its cost?

*Unlikely to go ahead at this stage*

6. OTHER RELEVANT INFORMATION

6.1 What age groups will you cater for?

- >5
- 10
- 13-16
- 17-25
- 26-40
- 41-60
- 60+

6.2 Provision for use by which gender?

- Female
- Male
- Both

6.3 Does your organisation serve specific groups (Please tick)

- Ethnic minority groups
- Religious groups
- Disabled groups
- Unemployed groups
- Single parent family groups
- Other (please specify)

*All*

6.4 How will the community benefit from the completion of the project? .....

*A new facility to exercise e be in an environment that encourages healthy living.*

6.5 How will you measure the success of the project? .....

*By usage e members/ wider community feedback*

6.6 How did you become aware of this fund? .....

*SHBC website*

.....

## DOCUMENTS ENCLOSED WITH THE APPLICATION

Please send copies of these documents with your application (please tick).

- A copy of your organisation's constitution
- Copies of your organisations audited accounts for the last two years
- Copies of statements of current or investment account balances (as at date of application)
- Copies of two written estimates for the purchase or hire of any equipment or work to be undertaken
- Evidence you have applied to other sources of funding


Also, if applicable:

- Proof of tenure of the property
- Copies of building regulations or planning permission
- Any architects plans or sketches

**N.B. Failure to provide this information will immediately disqualify the application.**

### 7. DECLARATION

I certify that the information provided on this form is correct to the best of my knowledge. I agree that if the Council award a Community Fund grant to my organisation, I will comply with the grant conditions attached to the payment.

Signed:  .....

Position: *Club Secretary* .....

Print Name: *Samantha Skulcorn* .....

Date: *15/06/15* .....