

Haverhill Town Council

Grant Application Form

This application form contains the following sections:

Section A:	About you
Section B	About your project (aka activity/service/event)
Section C	Budget
Section D	Declaration

Section A About you

ROTARY KIDSOUT WESTERN

1. Name of Organisation

Is this application a consortium/partnership bid?	Yes		No	<input checked="" type="checkbox"/>
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If yes, name(s) of other organisations involved:

2. Address of organisation

Name	C/ ROBIN HARMAN - ROTARY CLUB OF HAVERHILL @ DISTRICT
Address	22 WEST FIELD LITTLE ABINGTON, CAMBRIDGE
Postcode	CB21 6BE
Telephone	01223 891730
Email	ROBANDKATHARMAN@GMAIL.COM

3. Please give the following details for the main contact person.

Name	AS 2
Address	
Postcode	
Telephone	
Email	

We will send acknowledgement of receipt of your application by email to this contact.

4. Please give the names of the following officers (where relevant)

Chairman	} ORGANISING COMMITTEE WITHOUT DESIGNATED DUTIES
Secretary	
Treasurer	

5. Attach your Most recent audited or certified accounts (must not be more than 18 months old and be signed)

DO NOT HAVE TO BE AUDITED

☒

Accounts attached (tick)

6. Please confirm the following documents are available for inspection if required:

☐

The constitutional document that governs your organisation (tick)

N/A

☐

Your Equality and Diversity policies (tick)

N/A

(Do not send them unless we request them)

Section B – About Your Project/Service/Activity/Event

(For convenience, we have used 'project' throughout this form, but do not get hung up on this)

7. Please describe the project for which you are applying for funds

ONE DAY EVENT ON 13TH JUNE 2018 AT WIMPOLE HALL WHERE WE ENTERTAIN ABOUT 100 DISABLED OR DISADVANTAGED CHILDREN INCLUDING 40 FROM HAVERHILL. WE PROVIDE TRANSPORT, LUNCH AND VARIOUS AMUSEMENTS AND A VISIT TO THE FARM.

THIS EVENT IS PART OF THE KIDSOUT NATIONAL CHARITY WHERE MANY DESERVING THOUSANDS OF CHILDREN ACROSS THE COUNTRY ARE TAKEN TO VARIOUS EVENTS.

WE GET A SMALL DONATION FROM THE KIDSOUT CHARITY.

We also need the following detailed information provided separately (300 words Max):

- a) Number of clients/members/public served (where relevant)
- b) Description of service/activity provided, project or event to be supported
- c) Reason for application with details of how the grant will be used
- d) How the grant will benefit the town and people of Haverhill

Use no more than one side of A4 paper. Do not send supporting documentation – we will ask you if we require more information.

8. Where will this take place?

Please give us the address and postcode of the main site of your project. If your project is taking place over a wider geographic area, please tell us the main areas where the project will take place.

WIMPOLE HALL.

ORGANISED BY ROTARY CLUBS IN HAVERHILL, CAMBRIDGE AND ROYSTON WHO AS WELL AS HAVERHILL BUSINESSES GIVE SOME SUPPORT FINANCIALLY.

9. Have you previously received funding from Haverhill Town Council?

If you have received funding in the last three years, please list below the year, purpose and amount of funding received.

Year	Purpose	Amount
2016	SAME EVENT	£500
2017	———— " ————	"

10. How would Haverhill Town Council support be acknowledged?

LOCAL NEWSPAPERS @ ROTARY FACEBOOK PAGE

Section C Budget

This budget should be for the **total cost** of the activity you are applying to do. Do not pluck figures out of the air as you will be asked to explain any amount which is unclear. Attach a separate budget sheet if you have done this work already.

A Expenditure items	Unit Cost £	Total £
NATIONAL TRUST FEE / TRANSPORT COSTS /		
LUNCH @ ICE CREAMS / FIRST AID / MAKEUPS /		
T-SHIRTS / CAPS / ENTERTAINERS	2,100	2,100

B Total Expenditure (must be sum of A above)	£ 2,100
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C Other Income Sources (State from whom, and if confirmed)	Total £
From your own resources (including public fundraising)	
VARIOUS ROTARY CLUBS	200
LOCAL BUSINESSES	600
KIDSOUT CHARITY	100
From Non-Statutory Grant making Bodies and other public authority funding	

D Sum requested from Haverhill Town Council	£ 500
E Total Income (must be sum of C & D above) and equal to figure in B	£ 1,400

Section D Declaration

Data protection and freedom of information

We are committed to transparency and accountability. This includes being clear about how we assess and make decisions. A list of all grants made by the Council will be published on our website. Acceptance of this is a condition of grant funding.

As a public body we follow the Data Protection Act 1998 and the Freedom of Information Act 2000. For further information, see details on our website at www.haverhill-tc.gov.uk

Declaration

We will take your signature on this form as confirmation that you understand our obligations under the Data Protection Act 1998 and the Freedom of Information Act 2000




I confirm that I have the authority to sign this application.



I confirm that the information in this application is true and correct.

Your signature [*digital signature acceptable*]



Name (Use CAPITAL LETTERS)

ROBIN HARMAN

Date:

7th. MARCH 2018

Return this application form to The Town Clerk, Haverhill Town Council, High Street, Haverhill CB9 8AR, with all necessary supporting information.

ROTARY KIDS OUT U.K.

(Charity number 1075789)

DISTRICT 1080 (Western)

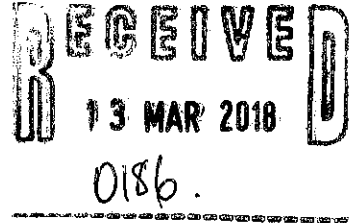
FINANCIAL STATEMENT FOR "KIDS OUT" 2017 EVENT

	<u>2017</u>	<u>2016</u>
	<u>£</u>	<u>£</u>
BALANCE BROUGHT FORWARD	556.98	48.98
GRANTS – KIDS OUT U. K. LTD,	200.00	100.00
SPONSORSHIP FROM PARTICIPATING CLUBS		
CAMBRIDGE ROTARY CLUB	100.00	100.00
SPONSORSHIP FROM LOCAL BUSINESS	500.00	700.00
SPONSORSHIP - HAVERHILL TOWN COUNCIL	500.00	500.00
DISTRICT GRANT	500.00	0.00
DONATIONS FROM PARTICIPATING CLUBS	1155.00	1020.00
OTHER DONATIONS	0.00	110.00
INTEREST	<u>0.00</u>	<u>0.00</u>
	<u>2955.00</u>	<u>2530.00</u>
	3511.98	2578.98
COST OF T-SHIRTS, HATS, & BADGES	242.75	175.00
HIRE OF MARQUEES	650.00	725.00
LUNCHES FOR CHILDREN (ICE CREAMS)	150.00	150.00
NATIONAL TRUST FEES	465.85	357.00
ENTERTAINMENTS	475.00	525.00
DONATION – HERTS DIRECT AMBULANCE	95.00	0.00
DONATION – ST. JOHN AMBULANCE	<u>0.00</u>	<u>90.00</u>
	<u>2078.60</u>	<u>2022.00</u>
BALANCE CARRIED FORWARD	<u>1433.38</u>	<u>556.98</u>

THE PACKED LUNCHES FOR THE CHILDREN WERE, ONCE AGAIN, KINDLY DONATED BY THE TESCO STORE AT ROYSTON.



c/o Robin Harman
Haverhill & District Rotary Club
22 West Field
Little Abington
Cambridge
CB21 6BE
01223 891730
robandkayharman@gmail.com



Vicky Phillips
Haverhill Town Council

6th March 2018

Dear Vicky

I am pleased to tell you that following previous Town Council grants we are again able to hold this event at Wimpole Hall on 13th June.

We wonder if you would again give a grant and I attach the necessary application.

As usual any queries please do let me know.

Many thanks

Yours sincerely



Robin Harman