

Application for Core Funding



Note to applicants

Core funding applications will primarily be determined by reference to the applicant's business plan and a presentation to the Panel. Accordingly, this form should be used to summarise key information, with appropriate cross-references to the main document. Please refer to the notes for applicants, and ensure that all points within those notes are addressed either on this form, as part of your business plan or in a separate attachment.

Name of organisation:

Address of organisation:

Postcode:

Charity Number:

Contact Name:

Position in Organisation:

Contact Address:

Postcode:

Telephone No: Daytime:

Evening:

Email:

Amount of Grant Requested:

- for next year (2012/13) £
- for the year after (2013/14) £
- and the year after that (2014/15) £

Summarise the purpose of the grant. Your business plan should contain full details about your organisation. Please use this section to summarise key information, cross-referring to your business plan as appropriate.

(a) What **inputs** will the grant enable you to provide (e.g. a full-time member of staff).

(b) The principal **outputs** or **outcomes** that the grant will generate (e.g. number of clients helped). You do not need to list more than 2 or 3 key outputs/outcomes here

1.

2.

3.

(c) The expected improvement in the level of these outputs and outcomes over the core funding period, and the mechanism for ensuring that these are achieved.

Please state why your organisation needs a core funding grant, as opposed to (or in addition to) the other forms of support that the Council provides:

Please indicate how an allocation would enable your organisation to contribute to the Council's priorities.

Please state how many Borough residents currently benefit from your service and estimate how many new clients you hope to engage over the 3 year period of core funding.

Year 1

Year 2

Year 3

Finances

- | | | |
|---|------------------------|--------------------------|
| (a) Please enclose your business plan which should cover the 3 year grant period, and your latest statement of accounts. | Business Plan enclosed | <input type="checkbox"/> |
| | Statement enclosed | <input type="checkbox"/> |
| (b) Please state your organisations financial reserves declared in your most recent audited accounts. Please indicate whether these reserves have been earmarked for specific purposes or are available to finance general expenditure. | Date of accounts: | |
| | Total reserves £ | |
| | Available reserves £ | |
| (c) Please provide the name and registered office address of your auditors. In providing this information you consent to the Council contacting your auditors, if necessary, as part of the process of assessing your application. | | |
| (d) Please summarise your financial position over the next 3 years and explain the implications for your organisation if the Council is unable to make a core funding award. Applicants may either refer to their business plan, or submit a separate attachment. | | |

Please indicate any fundraising activities undertaken during the last financial year, both successful and unsuccessful, and give the value of any funds received.

Are you in receipt of any of the following:

Rate Relief: Mandatory

Amount £

Discretionary

Amount £

Other support/assistance from the Council (please specify below):

Grant allocations are paid directly to successful applicants via BACS. Please provide details of your organisation's bank account into which any payments should be made.

Account Name:

Sort Code: - -

Account No:

Bank Name:

Please set out below any other information in support of your application (attach a separate sheet if necessary).

I certify that the information provided as part of this application is, to the best of my knowledge and belief, true and accurate.

Signed:

Date:

Email submission will be taken as acceptance of the statement above.

IMPORTANT NOTE

Applicants are advised that any information supplied as part of this application may be made publicly available.

Completed applications can either be returned by post to:
Kamal Mehmood, Partnerships Co-ordinator, Reigate & Banstead Borough Council,
Town Hall, Castlefield Road, Reigate, Surrey, RH2 0SH

or emailed to:

kamal.mehmood@reigate-banstead.gov.uk.
by **2 September 2011.**

If you submit this form electronically you do not need to sign and return a hard copy, but you should ensure that you save a copy for your own reference.
Please include a list of all additional material included with your submission.