



HASLEMERE TOWN COUNCIL

Small Grant / Green Grant Application Form¹

CONTACT DETAILS

Name of Organisation	Fernhurst Recreation Ground Trust
Contact Name	Graham Heath
Position in Organisation	Trustee
Address	
Telephone	
Email	

PROJECT DETAILS

Name of Project	Pavilion2022
What aspect of the project will grant money be used for? Please be as specific as possible. ²	Build and fitting out the dry changing rooms and club room with a kitchen area. It is anticipated that these facilities will be used primarily by tennis players and the juniors of both the football and cricket clubs.
What benefits for the Haslemere community do you expect will result from the project? ³	<p>The project overall will provide a pavilion for members, male, female, junior or adult that meets the standards required by the governing bodies of the sports.</p> <p>A pavilion that meets the standards of today in terms of hygiene, insulation, child safety and diversity.</p> <p>A space in which members will be able to learn more about their sport, change and shower, entertain the opposition and socialise.</p> <p>The sports clubs that use the recreation ground and pavilion draw a significant number of members (163 from the Haslemere area, i.e. postcodes GU27 1 and GU27 2).</p> <ul style="list-style-type: none">• Tennis: 30% overall, 30% of adult, 20% of family, 25% of junior and student members.• Cricket: 30% overall, 10% of adults, 49% of juniors.• Football: 22% overall. All juniors.
Scheduled project start and finish date	Construction during 2021 (date to be decided) – 3 or 4 th quarter 2022

FUNDING DETAILS

Total estimated cost of the project	£584,000, excluding VAT
Amount of grant requested from the Town Council	£4,000
Have you or will you be applying to other bodies for financial assistance? ⁴	Yes
If yes please state: To whom applied	<p>Applications have or are being made to,</p> <ul style="list-style-type: none">• the governing bodies of football, tennis, cricket• Sport England• South Downs National Park• several independent charities.
Amount(s) applied for	We have applied for various amounts depending on who being

	applied to. They range from £200,000 to £5,000. Not all have replied yet.
Amount(s) received	Sport England - £100,000 South Downs National Park - £200,000 Garfield Weston, Bernard Sunley & others £45,000.

¹ Delete as appropriate

² Use a separate sheet if required

³ Use a separate sheet if required

⁴ HTC will not accept applications for 100% of project funding

Have you received a grant from the Town Council before? If so for how much and for what purpose? ⁵	No
What fundraising activities will your organisation be doing to fund this project?	The trust and sports clubs have pledged sums from their funds. Private donations have been sort and received. Other fundraising activity has included events such as a gala dinner and auction, quiz and race evenings and the Blackdown Hill Challenge. All raising £248,000.

ORGANISATION DETAILS

Is your organisation a Registered charity or trust? (If yes please provide Registration Number)	Yes. Registration Number: 1185601
Is it affiliated to a National Body? If yes please specify.	No, but the individual clubs are affiliated to their national governing bodies, e.g. FA, ECB and LTA.
What are the aims and objectives of the organisation?	The aim of the Trust is to provide sporting and recreational facilities for the local community with particular emphasis on younger members.
What is the geographical area covered by your organisation?	Fernhurst and surrounding communities. Being just 3 miles from Haslemere it is quite within reach of a anyone with transport.
Bank account to which payment should be made This must be in the name of your organisation. Payments cannot be made to individuals.	

VALIDITY CHECKLIST

For your project to be considered you must be able to confirm the following statements:

Criteria	Tick to confirm
The project is of benefit to residents of the Council's electoral area	✓
You hold a bank account in the name of the organisation applying, not an individual	✓
This application is accompanied by either the latest audited financial report or, where this does not exist, a forecast budget of income and expenditure relating to the grant application.	✓
The grant is not for a project already completed	✓
The grant is not to contribute to a surplus for charitable distribution or to increase your organisation's reserves	✓
You consent to acknowledge HTC's contribution in your marketing / promotional material	✓

DECLARATION

In submitting this application on behalf of the stated organisation I certify that all statements made or enclosed to be true. This application and all supporting information may be made publicly available	Signed: Print name: GRAHAM HEATH
Date	19th October 2022

⁵ HTC will not accept applications from organisations which have been awarded a grant in the last two years.

NOTES FOR APPLICANTS

Application procedure

Please note that no application can be considered unless delivered to the Town Clerk at Haslemere Town Council, Town Hall, High Street, Haslemere, Surrey, GU27 2HG at least ten (10) working days before the relevant Grant Committee or Council meeting.

No application will be considered by the Committee unless the applicant is able to confirm all of the Validity Checklist criteria. If in doubt contact the Town Clerk 01428 654305.

Consideration and notification

The application will be considered by the Grants Committee generally for capital expenditure only and on a matched funding basis.

The Committee meets every two [2] months. Successful applicants will be informed by letter/email as soon as possible thereafter.

Payment procedure

A grant payment will only be made by the Town Clerk against production of an original invoice or invoices for goods or services made out to the recipient organisation. Under no circumstances will payment be made to an individual.

Payments are made by cheque/BACS therefore the recipient organisation must hold a bank account in the name of the organisation.

Grants should normally be drawn down in one amount. The Grant Letter will state that the grant will automatically lapse if it is not claimed within the time specified.

As a courtesy, a reminder letter will be sent to the applicant organisation one [1] month before the expiry of the grant advising that the funds have not yet been claimed.

Data Protection

The information provided in this form will only be used by the Town Council in the administration of its Grants process and for no other reason. The information will be processed in accordance with the Council's data retention policy.