



HASLEMERE TOWN COUNCIL

Small Grant / Green Grant Application Form¹

CONTACT DETAILS

Name of Organisation	Haslemere Educational Museum
Contact Name	Kay Topping
Position in Organisation	Education Officer
Address	78 High St Haslemere GU27 2LA
Telephone	01428 642112
Email	education@haslemeremuseum.co.uk

PROJECT DETAILS

Name of Project	Greening through insulation
What aspect of the project will grant money be used for. Please be as specific as possible. ²	The grant will go towards the cost of insulating the building to reduce energy usage & costs, thus increasing the sustainability of the Museum. This will be done by insulating roof spaces wherever possible, not so easy in a listed, Georgian aged building and adding secondary glazing to retain heat and reduce drafts.
What benefits for the Haslemere community do you expect will result from the project? ³	Reducing heating will reduce the impact on the environment and increase Haslemere's green credentials and help secure the Museum's future by reducing costs. The Museum is a major attraction in the town and needs to be safeguarded for future generations.
Scheduled project start and finish date	October - December

FUNDING DETAILS

Total estimated cost of the project	£4500
Amount of grant requested from the Town Council	£2000
Have you or will you be applying to other bodies for financial assistance? ⁴	Yes / No
If yes please state: To whom applied	Challice Trust
Amount(s) applied for	£2000

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

Amount(s) received	Not yet heard
Have you received a grant from the Town Council before? If so for how much and for what purpose? ⁵	£995 for GladRags project, early 2020
What fundraising activities will your organisation be doing to fund this project?	Members appeal, Fundraising golf day

ORGANISATION DETAILS

Is your organisation a Registered charity or trust? (If yes please provide Registration Number)	Yes / No Registration Number:
Is it affiliated to a National Body? If yes please specify.	Yes / No Association of Independent Museums
What are the aims and objectives of the organisation?	'To forward and advance the study of Science, Literature and the Fine Arts by means of a well-equipped museum of Natural History and objects of art and of a scientific, literary and historical nature.'
What is the geographical area covered by your organisation?	Haslemere & surrounds
Bank account to which payment should be made This must be in the name of your organisation. Payments cannot be made to individuals.	Account Name: Haslemere Educational Museum Ltd

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: Kay Topping
Date	19/08/22

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