



HASLEMERE TOWN COUNCIL

Revenue Grant Application Form¹

CONTACT DETAILS

Name of Organisation	Sport Haslemere
Contact Name	Chris Grimes
Position in Organisation	Chairman
Address	
Telephone	
Email	

ORGANISATION DETAILS

Name of organisation	Sport Haslemere
Amount applied for from HTC	£500
What will the revenue grant money be used for – please be as specific as possible and use a separate sheet if necessary.	To fund a bursary for a young athlete as part of our “Create a Star” scheme where we provide financial support to young athletes who have international potential in their chosen sport
What specific benefits for the Haslemere community do you expect will result from the grant? ²	It will hopefully help with the development of sport and if the youngster is successful will give excellent publicity to the Town. A good example of this is one of our earliest recipients Jodie Burrage who is now ranked Number 2 in the UK ladies Tennis rankings

FUNDING DETAILS

Have you or will you be applying to other bodies for financial assistance?	No
If yes please state: To whom applied	
Amount(s) applied for	
Amount(s) received	
What fundraising activities will your organisation be doing to fund this project?	We rely on funds from our member clubs and from sponsors

¹ Delete as appropriate

² Use a separate sheet if required

ORGANISATION DETAILS

Is your organisation a Registered charity or trust? (If yes please provide Registration Number)	No Registration Number:
Is it affiliated to a National Body? If yes please specify.	No
What are the aims and objectives of the organisation?	To encourage participation in sport for people of all ages
What is the geographical area covered by your organisation?	The whole of the 01428 telephone area
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 revenue grant will be used to specifically benefit to residents of the Council's electoral area	yes
You hold a bank account in the name of the organisation applying, not an individual	yes
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.	yes
The grant is not to contribute to a surplus for charitable distribution or to increase your organisation's reserves	yes
You consent to acknowledge HTC's contribution in your marketing / promotional material	yes

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 publically available	Signed: C B Grimes Print name: Chris Grimes
Date	11 th August 2023

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.

SPORT HASLEMERE



INCOME STATEMENT	12 MONTHS TO 31-May-2022		12 MONTHS TO 31-May-2021
	£	<u>Notes</u>	£
SPORTS AWARDS			
Sponsorship income	2,000		-
Create-a-Star sponsorships	(500)		-
Costs	(1,945)		-
	<u>(445)</u>		<u>-</u>
OTHER ACTIVITIES			
Subscriptions	960	48 x Subscriptions	-
Grant	500	WBC	-
	<u>1,460</u>		<u>-</u>
OTHER COSTS			
IT & website support	(63)		(79)
Meetings & Miscellaneous	(315)		-
	<u>1,082</u>		<u>(79)</u>
NET INCOME / (DEFICIT) FOR THE YEAR	<u>637</u>		<u>(79)</u>
BALANCE SHEET	31-May-2022		31-May-2021
	£		£
Debtors	-		-
Bank	2,627		2,980
Total Current Assets	<u>2,627</u>		<u>2,980</u>
Creditors	-		-
Accruals	(100)	Sponsorship 22/23 c/f	(1,090)
Total Current Liabilities	<u>(100)</u>		<u>(1,090)</u>
NET ASSETS	<u>2,527</u>		<u>1,890</u>
Funds at previous year end	1,890		1,969
Surplus/(Deficit) for the year	637		(79)
TOTAL FUNDS	<u>2,527</u>		<u>1,890</u>