



HASLEMERE TOWN COUNCIL

Small Grant / Green Grant Application Form¹

CONTACT DETAILS

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| Name of Organisation | 3 Counties Vineyard Church |
| Contact Name | Lee Lees |
| Position in Organisation | Community Worker |
| Address | |
| Telephone | |
| Email | |

PROJECT DETAILS

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| Name of Project | Community Sunday Fun day |
| What aspect of the project will grant money be used for. Please be as specific as possible. ² | £600 Zorbing Activities for 10+ to Adults £250 Beef Burgers £100 Veggie Burgers |
| What benefits for the Haslemere community do you expect will result from the project? ³ | <p>The Sunday Fun Day is hosted by 3Counties Vineyard Church and has been running for 3 years. The event is free and is open to all in the local community, whether or not they have a faith or links with the church.</p> <p>This event aims to bring the community together by offering face painting, fete games/prizes, sport activities with youth leaders, zorbing, jumping castle, refreshments, cakes and live music. Last year we introduced a BBQ which was very successful. All of this is free of charge.</p> <p>The event started with the aim of supporting families with the cost of living crisis, especially over the 6 week Summer Holidays. Many families can't afford to go away and even local Summer Fairs/events are too costly to pay for the children's activities.</p> <p>Our aim is to bring community together and link in with other activities/services which families or members from the community can benefit from or find supportive. During the event we also have sign posts to Money Advice, youth activities, low cost Holiday Clubs, coffee mornings for anyone new to area, wellbeing and parenting courses and more. The event starts with a short community church service, usually done through a</p> |

¹ Delete as appropriate

² Use a separate sheet if required

³ Use a separate sheet if required

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| | fun drama and some worship, but it is not required to attend this in order to benefit from the other activities. |
| Scheduled project start and finish date | 20 th July 2025 |

FUNDING DETAILS

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| Total estimated cost of the project | £950 |
| Amount of grant requested from the Town Council | £950 |
| Have you or will you be applying to other bodies for financial assistance? ⁴ | No |
| If yes please state: To whom applied | N/A |
| Amount(s) applied for | N/A |
| Amount(s) received | N/A |
| 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 Church provides home baked cakes, refreshments, prizes, equipment for the event, music, condiments , coal, rolls and games, a donation of £100 to Hammer Rec for the use of the site and volunteers to serve at the event, this is met from the church general funds. |

ORGANISATION DETAILS

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| Is your organisation a Registered charity or trust? (If yes please provide Registration Number) | Yes Registration Number: 7490294 |
| Is it affiliated to a National Body? If yes please specify. | Yes, we are a Vineyard church and affiliated to the Evangelical Alliance |
| What are the aims and objectives of the organisation? | To advance the Christian faith. To relieve sickness and financial hardship and to promote and preserve good health by the provision of funds, goods or services of any kind |
| What is the geographical area covered by your organisation? | Haslemere, the United Kingdom or the world |
| 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: 3 Counties Vineyard |

VALIDITY CHECKLIST

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

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| Criteria | Tick to confirm |
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⁴ HTC will not accept applications for 100% of project funding

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

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| The project is of 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 for a project already completed | Correct |
| The grant is not to contribute to a surplus for charitable distribution or to increase your organisation's reserves | Correct |
| You consent to acknowledge HTC's contribution in your marketing / promotional material | Yes |

DECLARATION

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| 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: Leonette Lees (Lee Lees) |
| Date | 19/03/2025 |

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.