

The Croydon 60+ Benevolent Fund Ltd

Promoting the welfare of older people living in the London Borough of Croydon

Registered Office: 50 George Street, Croydon, CR0 1PD
email: croydon60plusbenevolentfund@btinternet.com

OUR OBJECTIVES

To promote the welfare of older people living in the London Borough of Croydon in any manner which now is or hereafter may be deemed by law to be charitable.

GRANT APPLICATION PROCESS:

Applications are invited for grants that meet our Objectives to help improve the welfare of elderly people living in the London Borough of Croydon.

Applications are considered by our Board of Directors in March and September each year. Applications must be received prior to these meetings. Organisations can apply for a grant once in any year. In exceptional circumstances the Board may consider an additional application for a specific urgent need. The Board will review and assess the merits of which applications to support. Applicants will be informed of the decision following the review and assessment.

Applications are to be submitted using the attached form together with a letter on your organisation's headed paper.

Each application must include the following minimum information. Failure to include the required information may result in the application not being considered

- A concise overview of the key aims of your organisation.
- An idea of the numbers of people who have benefitted from your service over the last 3 months.
- A clear statement of how much money is being applied for and specific information about what it will be used for.
- Details of any other funding you may receive this year.
- If you wish to purchase an item or to have work carried out you need to include copies of the supplier's quotes on the expected costs. Copy invoices are to be sent on completion.
- A copy of your most recent audited accounts. If you have large reserves shown in your accounts, explain why.
- The address to which our decision letter should be posted.
- If the application is successful, the name to whom cheques should be made payable.
- If possible include some recent news about your organisation.
- If applicable refer to previous successes that you have had showing how your work will make a difference and how you will measure this.
- Applications may be sent by email attaching the required forms and all supplementary information.
- If you are submitting your application by post, you should send **4 copies** of **all** the paperwork to us.

For your information:

- Grants are usually in the range of £250.00 to £1,000.00. but may vary in exceptional circumstances. These should be clearly defined within your application.
- In the event of an unsuccessful application organisations are invited to reapply for the next round of funding.

If you have any queries please contact us We are happy to discuss your application and help you through the application process if needed. If your application is successful, please consider including our name in any publicity. This will help us demonstrate our support for the community and encourage others to apply for similar grants.

We wish you every success.

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GRANT APPLICATION FORM

ABOUT YOUR ORGANISATION	Please complete each section below.	Leave this column blank for our use.
Full name of the person submitting this application:		
Position/Office held within your organisation:		
Full name of the organisation applying for the grant:		
Correspondence address:		
Is this the address to whom the decision letter should be sent:	YES / NO	
If not then please give the address to whom the decision letter, and if successful the cheque, is to be sent.		
If this is different from the correspondence address please explain why:		
Telephone number:		
E-mail address:		
If you are a registered charity please give your charity number:		
If you are a registered company please give your company number:		
Key aims of your organisation:		
How many people have benefitted from your aims in the last three months:		
Please give details of any recent success(es):		
Have you attached a copy of your most recently audited accounts:	YES / NO	
ABOUT YOUR GRANT APPLICATION		
How much grant aid are you applying for:	£	
What is the main purpose for this funding:		
Have you applied for funding for this purpose from elsewhere:	YES / NO	

If "Yes" then from whom:		
Have you received any funding for this purpose from elsewhere:	YES / NO	
If "Yes" then from whom:		
If 'Yes' - how much did you receive:	£	
Please explain how you will measure the success of the use of this grant if approved:		
IF THE FUNDS APPLIED FOR ARE FOR A PARTICULAR PROJECT OR PURCHASE PLEASE COMPLETE THE FOLLOWING SECTION		
Please describe in detail the nature of the project or purchase:		
Are any other organisations assisting you with this project or purchase. If so please give their details and explain how they are helping:		
Please give a detailed budget of the TOTAL cost of the project or purchase:		
Have you obtained competitive supplier quotations for this:	YES / NO	
If 'Yes' - have you included copies with this application:	YES / NO	
When do you anticipate starting and completing this project or purchase (please remember to forward all relevant invoices to demonstrate how this grant was spent):	Anticipated start date: Anticipated completion date:	
IF YOUR APPLICATION IS SUCCESSFUL		
To whom should the cheque be made payable:		
If you prefer the funds to be sent by bank transfer please inform us of the details as follows. For security purposes, you can send this information in a separate message	YES / NO	
Name of the account:		
Account number:		
Name of the bank:		
Sort code of the bank:		
IBAN number:		
PLEASE ADD OR ATTACH ANY SUPPORTING INFORMATION THAT MAY HELP US WITH OUR DECISION		
Please re-read the Application Process and ensure you have supplied all relevant information. Failure to do so may mean your application is not approved.		
If this application is not successful do not let it deter you from reapplying in future.		

