

# The Brian Leslie Racher 2004 Charitable Trust

Charity Registration Number 1108727

## Application for a Grant

Date Received

The Brian Leslie Racher 2004 Charitable Trust is a Registered Charity based in Royston, which awards grants to organisations for the benefit of the community.

Organisations wishing to apply for a grant must fall within the boundary, or run activities that support residents within the boundary, of Royston, Herts and two miles from the parish of St John the Baptist, Royston.

The Trustees meet four times per year, in January, April, July and October, where all decisions on Grant applications are made.

We may request a presentation to the Trustees for a grant application before it is agreed.

Completed application forms and all queries must be sent to the Clerk for the Trustees, Rekha Madl at rekha.madl@teeslaw.com

### Section A: Summary

#### 1 About your Organisation

Name of Organisation applying for grant:	
If this Organisation is part of a larger or national organisation, what is its name:	
Correspondence Address:	
Contact Person:	Position:
Contact Telephone Number:	
E-mail:	
Website:	
Legal status of organisation:	
Year Organisation established:	If a registered charity, number:

## 2 Request for funds

Purpose for which funds are requested:

(if your request is for less than £5,000 please fill in as much detail as possible here.

If your request is for £5,000 or over, please provide outline details here and further detail of your project in Section C)

Grant Requested:

## Section B: Details of the organisation applying for a grant

### 3 Describe the main aims and activities of your organisation

#### 4 Number of staff / volunteers

Full time (paid)	Part time (paid)	Management Committee	Active volunteers

#### 5 Property occupied by organisation

Is the property owned / leased / rented? (please select)	If leased, how long is the outstanding lease?
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#### 6 Finance

Please attach copies of your organisation's accounts for the last two years.

From your organisation's annual accounts, complete the following:					
<b>Current Financial Year</b>		Month:		Year:	
Total Income		Total Expenditure		Total Reserves	
<b>Last Financial Year</b>		Month:		Year:	
Total Income		Total Expenditure		Total Reserves	

#### 7 Material changes

Describe any material changes to the organisation's activities, structure or financial position since the date of the most recent accounts:
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## 8 Previous funding received

Please list all funding sources received by your organisation during the last		
<ul style="list-style-type: none"> <li>• The Brian Leslie Racher Trust</li> <li>• Government funding</li> <li>• Lottery funding</li> <li>• Other</li> </ul>		
Source	Month / Year (e.g. 01/26)	Total Received
The Brian Leslie Racher Trust		
Government funding		
Lottery funding		
Other		
Total		

## 9 Beneficiaries

Where is your Organisation based?		
Where will the project/activity be located?		
How many people are expected to benefit over 12 months? (Explain how the figure was calculated)		
What age group will benefit?		
Children	Young People	Adults
Seniors	All	Not Known

## 10 Publicity

The terms of Grant Funding from Brian Leslie Racher Trust are that the Trust is acknowledged publicly. How will the success of the project be publicised?
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If your funding request is for less than £5,000 please proceed to declaration on page 10

If your funding request is for £5,000 or over, please complete to Section C

**Section C: Details of grant request**

Additional information required for applications for a grant of over £5,000 only

**11 Purpose / explanation (please describe)**

<p>The purpose of this project</p>
<p>Why the project is required (please include any available supporting evidence, and details of current situation) For example, has there been a study or pilot project? How does the project fit into the Organisation's strategy and business plan?</p>
<p>How, where and when the project will be delivered?</p>

## 12 Project Costs

Please enclose a detailed budget for the project, showing the total costs. Please obtain and supply three quotes where practically possible

Project costs:
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## 13 Sources of Project Funding

Please list your sources of funding	£	Is this source confirmed?	For each unconfirmed funding source, please state the date that you expect to hear if your application has been successful
		Yes/No	
		Yes/No	
		Yes/No	
		Yes/No	
		Yes/No	
		Yes/No	
		Yes/No	
Total funding all sources			

## 14 Timing

Proposed start date for project	Date when Trust funding will be required

## 15 Risk and other factors

Please outline any risks/potential problems that may affect your ability to deliver the project?

## 16 Permissions

Do you require any permissions or other statutory consents before the project can proceed? (e.g. Ofsted registration, landowner agreement, planning permission, etc). If so, please give details including the anticipated timescale:

## **17 Ongoing Costs**

How has the project been funded to date and how is it intended to fund it after the period of the proposed grant? (e.g. who will meet maintenance and other revenue costs in the future? Are these arrangements agreed in writing?) If so, please give details and attach copies.

## **18 Monitoring and Review**

How will you review and measure the success of this project?

## **Confirmation of information submitted to The Brian Leslie Racher Trust**

Please check that you have submitted the following information where relevant

- A copy of your signed constitution
- A copy of your last bank statement
- A copy of your signed accounts for the last two years
- A copy of an income/expenditure projection of Organisation for the current financial year
- A copy of your child protection policy   
(if your Organisation works with children and young people)
- A copy of your policy on protection of vulnerable people   
(if this project will involve working with vulnerable people)
- Documentary evidence of match funding/other support for project
- A copy of your lease   
(where the grant requested will be spent on improving buildings/land which are not owned by your Organisation)

### **Declaration on behalf of applicant organisation**

<p>I, _____ as an authorised representative of _____ (Name of Organisation)</p> <p>Address:</p> <p>Telephone: within which I am _____ (post held)</p> <p>confirm that I have taken all reasonable steps to ensure that all the information that I have provided in this application form is correct.</p> <p>I also confirm that I give permission to the Brian Leslie Racher 2004 Charitable Trust to use personal information supplied in the processing and review of this application and that I understand that information I have provided will be stored electronically and in hard copy where appropriate. I also confirm that personal data on any individual in this application has been provided with their consent.</p> <p>Signed _____ Date: _____</p>
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**Completed application forms and all queries must be sent to  
the Clerk for the Trustees, Rekha Madl at [rekha.madl@teeslaw.com](mailto:rekha.madl@teeslaw.com)  
By post: Tees Law, East Barn, Hyde Hall Farm, Buntingford, Hertfordshire SG9 0RU**