

Rotary's Waverley-wide Covid Support Fund

Group Application for Assistance

Reference No:
Date Received:

Section 1 Organisation Name:	Contact Person:
Address:	
Telephone(landline):	Mobile:
Email:	
Section 2 Assistance required (e.g. equipment purchase, support to people in need within organisation – please be as specific as possible)	
How organisation will ensure that grant is used to support those in genuine need	
Section 3 Specific Financial Requirements Grant being requested: £ Total budgeted expenditure: £ Other sources of funding accessed / being considered: Please provide copy of latest published accounts for your organisation	
Section 4 Declaration We certify that the above details are correct and that we will ensure that the money will be used as described above and not be used as general funds for the organisation Please tick the box below to confirm that you agree to us collecting, using, storing and sharing your personal information in accordance with the Fund Privacy Policy. Signature of Contact Person Countersignature (e.g. Treasurer / Bursar / Supervisor) _____ Name: Date: Name: Date:	

Please refer to the guidance notes overleaf to complete the application form

Guidance notes to complete the Individual Application Form

Section 1

This form is to be used by organisations (e.g. schools, community groups) applying for support. Individuals should use the separate Individual Application Form available from our website

The contact person in the organisation should complete this section in full giving organisation name, address and telephone numbers. An email address is also preferred for contact purposes.

Section 2

It is important to state the type of assistance required, and how it will be of benefit to those in need. In a school / community group, we would expect some individuals may not need support, but other individuals will. For example, to participate in online activities, some individuals will have their own equipment, but others may be in need of support.

The second part of this section requires a clear explanation of how your organisation will ensure that the funds are used to support those in genuine need.

Section 3

Please include relevant details of the expected total cost of your organisation's requirement, so we can assess the role of our contribution.

It is important that details of what support has been received or requested from other charities/organisation is included.

Section 4

The contact person and a countersignatory need to sign and date this section and confirm that all the details are correct and the organisation will use the funds for the intended purpose. Ideally the countersignatory should be the person responsible for finances within the organisation

You are requested to confirm that you agree to the Fund collecting, using, storing and sharing your personal information in accordance with our privacy policy (available from our website at <https://www.rotaryc19fund.org/>). It will only be used in connection with this application and kept confidentially.

Please return the completed application by email to: rotaryc19fund@gmail.com

Or by post to Rotary's Waverley-wide Covid Support Fund, c/o Godalming Town Council, Municipal Buildings, Bridge Street, Godalming, GU7 1HT