

The Waveney & Yare Housing Association Ltd

Registered Office:

Gaol Lane, Off Newgate, Beccles, Suffolk NR34 9SJ

Registered No. 15881R

Telephone No. 01502 715858

Mobile No. 07523 034244

e-mail. cosec@wyha.co.uk



Application for Financial Support from Local Organisations

General Information

The Waveney & Yare Housing Association budgets a sum of money each year to provide financial support to organisations and individuals undertaking activities in the Parish of Beccles. Applications will only be considered from organisations that provide cultural, social activities or similar benefits for the town.

All applications must be in writing to the address above.

An up-to-date set of accounts or, for an individual, a full explanation of their purpose for a grant, must accompany this application. If not presented, then your application may not be considered.

Conditions

1. Applications can only be accepted from bona fide organisations and from individuals in the Parish of Beccles.
2. Applications must demonstrate that the organisation or individual is trying to provide significant funding of their own (either financial or in kind).
3. The total grants committee fund allocation for the year beginning 1st April to the 31st March of the following year is £10,000 in total.
4. The amount of any grants or awards shall be at the discretion of Waveney & Yare Housing Association's Grants Committee and may not be the amount requested in the application.
5. All applications should be accompanied by the last two years accounts along with supporting documentation, such as a quotation or estimate with a specific requirement of the project or activity.
6. Consideration should be given towards purchasing goods or services from Beccles based businesses wherever possible.
7. Normally an organisation or individual may receive a grant or award for not more than one project or activity in any three-year period, but this is at the discretion of the W&YHA's Grants Committee. Exceptional circumstances need to exist for this rule to be exceeded.

See over

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8. Grants should be spent within twelve months of the grant being made.

- a) Payment will be made on receipt of an invoice for the goods/services being funded, or
- b) Where the applicant has insufficient funds, on receipt of an order confirmation from the supplier.
- c) A copy of the invoice will still need to be provided on completion, and the grants committee reserves the right to recover payments made should this not be provided.

9. The organisation or individual, who has received funding and subsequently fails to complete the project or activity for which the grant was made, or to meet any conditions imposed, shall return all monies received to Waveney & Yare Housing Association's Grants Committee.

10. All decisions made by Waveney & Yare Housing Association's Grants Committee on any matters relating to grants or awards are final.

11. The enclosed Grant Application Form will need to be completed in full and returned to the Housing Association's office along with all supporting documentation requested.

12. The Grants Committee will meet three times each year to discuss the applications received and the deadline for applications and all accompanying paperwork for each of those meetings are as follows:

30th September, 31st January, 31st May each year.

13. Decisions on those grants that are successful will be made within 4 weeks after the deadline dates above.

W&YHA Community Grant Fund – Application Form

A - Name of Organisation/Individual:
B - Reason for applying:
C - Is your organisation Charitable? (Please indicate yes or no):
D - Size of membership:
E - Activities undertaken by your organisation/individual:
F - Other funding sources:
G - Brief description of the Project: - i.e. Activity: Outcomes/objectives: Timescale: Target dates: Benefit to Beccles:

H - Project Finances: i.e. Total Cost: Itemised expenditure — if available: Any matched funding — financial or 'in kind': Any other funding:

I – Amount of grant requested:

J – Bank details for payment:

K - Address:

Telephone number:

E mail:

Please provide copies of the last two years accounts, and complete all the appropriate boxes on the form, and return, including requested information to:-

Grants Committee
Waveney & Yare Housing Association
Gaol Lane
BECCLES
NR34 9SJ

Should you require any further information, please contact the Housing Association, mornings only, on 01502 715858 prior to the grant request being submitted.