



REQUEST FOR FUNDING FORM

Office Use Only
Date received:
REF:
Amount requested: £

Help for Kids is a Dundee based charity, supported and facilitated through a partnership between Overgate Centre and Wave 102. The primary aim of Help for Kids is to **support, aid and fund, local children or causes concerning local children, who are either vulnerable or disadvantaged through either social and economic circumstances or through health and disability**. Our primary age bracket is from birth to 18 years of age but not limited to this age group. All requests are considered on their merits by the board of trustees, who meet on a quarterly basis.

What we like to encourage	What we might consider	What we do not encourage
<p><i>Direct benefits to the child such as:</i></p> <ul style="list-style-type: none"> • Equipment • Resources • Mobility Aids • Sensory Aids • Educational activities • Experiences • Activities • Safety/Security • Protection 	<ul style="list-style-type: none"> • Volunteer expenses • Travel • Treatments* • Therapies* • Training • Furnishings • White goods* 	<ul style="list-style-type: none"> • Staffing costs • Staff Uniforms • Overheads • Running costs • Rent/lease • IT • Stationery • Marketing/PR • Family holidays

- *These will only be considered if evidence shows that all other avenues have been exhausted

Please use print only and be as clear and descriptive as you can ensuring all parts of the form are completed.

Name of group, organisation or individual requiring funding: <i>ie The Community Group/The Kids Project/Üc&&^ Á æ&&^</i>	
Address of Individual/Project/Charity who will receive the funding:	
Post Code:	Day time phone no.
E-mail address:	Mobile No.
Website if applicable:	
Name of Person completing this form:	
Address, Postcode and contact email and telephone number of person completing this form:	
	Postcode:
Email:	Telephone:

Amount of funding requested:
This must be completed

£		.
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If applying on behalf of a group or organisation, please answer the following

When was the group/organisation formed?:

What is its status? (Registered charity/voluntary organisation/social enterprise/community Interest Company etc. Please include any charity numbers, company numbers.

If this is a charity limited by guarantee please supply either latest set of monthly accounts or the most recent set of accounts filed at companies house) **For individual applicants please supply a breakdown of your household income*, including any benefits* you are in receipt of.**

- * Annual gross employment income (before deductions)
- * Evidence of:-Income support, Income-based Jobseeker's Allowance or income-related Employment and Support Allowance, Pension Credit, Social Security benefits **This must be completed and evidence provided**

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If you are an organisation please detail your key aims and guiding principles of operation:

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How many people are involved in your organisation?

Staff:	Trainees:	Volunteers:
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How many children and young people does your group/organisation support each year?

0-5yrs	5-12 yrs	12-18yrs	18-24yrs
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Please provide a detailed breakdown which demonstrates how the funding will be used:
(If you are applying for equipment or resources please state or attach a separate sheet that includes the following information: **Item description, quantity, cost, and supplier. Applications will not be considered if this is not included**)

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Describe the positive outcomes or difference do you hope to make through the project/event/application you are seeking funding for?

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Will the Help for Kids funding be used to wholly or part fund your activity/event/initiative?

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What other sources of funding have you secured or applied for in relation to this application?
(Please provide full details of funding sources including contacts for any other charities or organisations concerned):

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If other funding is required but has not yet been secured, please advise how you intend to obtain the additional funds. Include details of any proposed fundraising activities:

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Please specify why you believe this application meets with our charities aims?

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Have you applied to Help for Kids for this individual/group/organisation before? : **If yes, when, how much and what was it used for?**

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If successful can this application be used in any future publicity (***the answer to this will in no way effect the outcome of this applications success:***)

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Please provide at least two referees whom we can contact, concerning this application and confirm their relationship to the individual/group or organisation:

1.....Relationship:

Address: Tel:.....

2.....Relationship:

Address: Tel:

Conditions of Funding

- 1. We will use the funds solely for the benefit of young people.
- 2. Funds will not be used for wages or salaries.
- 3. We will provide Wave 102's Help for Kids with evidence of our expenditure of funds received e.g. receipt/ photo of equipment purchased

Please sign here to acknowledge these conditions: _____

Once completed your request form should be sent to: FAO Annemarie Smith, Help for Kids, Floor 5, City House, Overgate Dundee email: **stacey@helpforkids.org.uk**

Notes: Please note that funding is provided as a cheque, or Voucher, cash is never provided.
All Individual applications - Please supply evidence of income along with application
All applications – please supply a minimum of 3 quotes for any work which the funding will be used for along with application and a breakdown of costs for items