

Helston Downsland Charity

<https://www.helstondownsland.org.uk/>

GRANT APPLICATION FORM

Please ensure you read the accompanying Grant Application Guidance before making an application, failure to provide complete information results in delays and your application may not be considered.

This form must be fully completed and forwarded with relevant documents to
 Melissa Benyon (Chair);
m.benyon@helstondownsland.org.uk
 or by post to;
 1 Higher Penrose Cottages, Helston, Cornwall, TR13 0RB

Closing Date: **Noon on 13th November 2024**

Applications will be considered by the Helston Downsland Charity board of trustees at its meeting on the 27th November at St Mary's Church Hall, Helston.

Successful grants will either be paid in **December 2024** or in accordance with the Conditions of Grant.

Name of Organisation	
Charity Number (if applicable)	
Is your organisation a "Not for Profit" organisation?	YES NO* *delete as appropriate
Contact Name	
Telephone Contact Number	
Email address	
Contact address including postcode	

1. How did you find out about the 2024 Helston Downsland Charity Grants? (tick all that apply)

	Helston Downsland Charity Website
	Helston Facebook
	Falmouth Packet
	Word of Mouth
	Other – please specify below

2. Please state below a description of your organisation and its aims and objectives

3. Please give details of your membership including the geographical area covered and percentage of membership from Helston.

4. Have you received any grants from the Helston Downsland Charity in the past?

Yes/ No

If the answer is yes please state the year of the grant/s and how much was given

Year		Amount	£

5. If you provided details of previous grant payments please provide details of how this grant/these grants were used and whether the project was completed. This information will be useful to the trustees in making their decision for this year. The Helston Downsland Charity reserves the right to request proof of this statement.

6. Please provide as much information as possible as to why you are applying for a grant and specifically what the funding, if granted, would be used for. If you are applying for different projects or items please specify the cost of each request. Please tell us how it would benefit residents within the Parish of Helston, and who you anticipate it will benefit.

Note that if a grant is approved such funding must only be used for the agreed purpose. Written permission from the Helston Downsland Charity is required to change the use of any funding.

7. If you are applying for funds to improve a building please state how many people, and which other organisations, if any, use the premises. Please also tell us if you own the building, or if it is leased. If leased, please tell us how long is left to run on the current lease.

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8. How much are you applying for?

Amount	£
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9. Are you applying for a grant from any other organisations? Yes/No

10. If you answered yes to question 9, please provide the names of those organisations

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11. Please state what your organisation is contributing towards this project or scheme, this may be financial or otherwise (for example volunteer hours invested in the subject of this application).

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12. Please detail below how you plan to feedback to the Helston Downsland Charity and the community the outcome of the project/event associated with this grant application. This information may be used to help the Helston Downsland Charity celebrate activities within its community.
All successful applicants will usually be invited to attend a meeting before the end of the year to feedback on the project/event supported.

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13. Bank details for grant (if awarded) to be paid into

Account Name:	
Bank:	
Sort Code:	
Account No:	

To enable the Helston Downsland Charity to determine your need we require you to provide us with a copy of your last audited accounts. If you do not have audited accounts we will require a copy of your latest bank statement together with a list of income and expenditure for the last 12 months. **These documents should be signed by at least two officers of your organisation**

14. I hereby declare that the answers and statements that I have made are, to the best of my knowledge, true. I understand that legal action could be taken against either myself or the organisation I represent if I knowingly provided false information in an effort to gain charitable funds.

Signed	
Designation in Organisation	
Date	

Checklist

I/we have read the Grant Application Guidance	
All sections of the application form have been completed	
A copy of our last audited accounts is attached to the form (or)	
A copy of our latest bank statement together with a list of income and expenditure for the year signed by two officers	

For Official Use Only

Email of receipt sent		Checklist agreed	
Comments			
Decision			

Helston Downsland Charity GRANT APPLICATION GUIDANCE

1. The 2024 Grant Fund is £10,000.
2. Requests for funds should be clearly shown to benefit people within the parish of Helston.
3. Grant Application Form must be fully completed. The Helston Downsland Charity reserves the right to refuse any application form which is not fully completed.
4. Applicants will receive an email acknowledging receipt of their application – contact Melissa Benyon if this does not happen.
5. A copy of the latest audited or certified accounts or a copy of the latest bank statement must be sent with the application. Failure to provide this information may result in the application being rejected.
6. Applications can be accepted from organisations based outside of the parish provided a grant can be clearly shown to benefit people within the Parish of Helston
7. The Helston Downsland Charity encourages organisations to raise funds themselves towards a specific project or event.
8. Grant applications should be for specific projects or events, and not the general running costs of an organisation.
9. Helston Town Council declared a climate emergency in 2019, and endorsed the Helston Climate Action Plan with the goal of becoming carbon neutral by 2030. In line with this, the Helston Downsland Charity reserves the right to make recommendations actively encouraging applicants to support; reduction of the towns carbon footprint, building relationships across our community, increasing biodiversity and reducing or eliminating environmentally damaging consumables/materials.
10. Organisations must have a bank account into which grants can be paid. Payments cannot be made to individuals.
11. Written permission must be obtained to change the use of a grant.
12. The Helston Downsland Charity requires feedback on the use of the grant following its disbursement, you will be asked to indicate how you expect to do this. All successful applicants will be invited to attend a meeting before the end of the year to feedback on the project/event supported.
13. Grant applicants are encouraged to attend the Helston Downsland Charity General meeting on the 27th November 2024 to verbally support their grant application.
14. Grant recipients will be required to acknowledge the Helston Downsland Charity contribution in publicity.
15. The Helston Downsland Charity reserves the right to withdraw a grant or demand a total or part refund if the funds have not been used for the agreed purpose.
16. The closing date for applications shall be the last date for receipt of applications.
17. The Helston Downsland Charity will not accept any liability for organisations and societies not being aware of the application period for grants, and therefore missing the deadline.
18. Please direct any enquiries to the Chair, Melissa Benyon, using the contact details on the application form.