

1. Name/Address of organisation

Yateley School
School Lane
Yateley
Hants, GU466NW

Contact name: ... **Joanne Howlett**

Contact telephone number:

Position in organisation: **Vice Chair of Governors**

2. Aims and objectives of your **organisation**; What does your organisation do and how does it benefit the residents of Yateley, Frogmore and Darby Green?

Yateley School is in the heart of the Yateley School Campus which comprises infants and junior schools, a library, a gym and an Adult Education Centre providing a wealth of educational, vocational and practical therapy courses.

Where does your organisation meet? ... **N/A**

How often do you meet? **N/A**

How many members do you have? **1400 students**

How many are Yateley, Frogmore or Darby Green residents? ... **95...%**

3. Briefly describe the project for which you require a grant. Please be aware that YTC do not normally give grants for running costs. If your application contains an element of running costs please detail your plans to source alternative funding for this in future years.

We are looking to run a series of events during July 2018 to mark the school's 50th birthday and celebrate the school's place in the heart of the community.

We wish to involve the whole community in these events ranging from the feeder school pupils through to the residential and care home members.

We'd like to make the events financially accessible to all Yateley Community residents and we realise it wouldn't be appropriate to use school funds for this purpose.

The events will be community driven and we will be actively encouraging all residents to become involved in the planning and execution of the activities.

The project will be governed by a Steering Board who will have working groups sitting beneath tasked with specific events/themes. The finances will be strictly controlled and monitored at Steering Board level and will be available for Yateley Town Council review at any given time.

4. How much funding are you applying for (Please be aware that YTC do not usually grant applications over £1,000. For applications over £500 we would expect at least 50% of the total cost to be match funded)

£ ... **£500**

5. Has the project that you want the funding for already happened? **No**
6. Will you be passing the funding on to any other groups (except to pay for goods and services)? **No**
7. If the funding is for security measures do you have the support of the local police and/or crime reduction officer?

N/A

8. How will the funding benefit the community or residents of Yateley, Frogmore or Darby Green?

Yateley School has a key place for many in the community from their formative years and we would like to give the opportunity for people to relive those happy memories and renew old acquaintances.

We believe these events will foster a real community spirit and a sense of fun given how we are proposing whole community engagement throughout.

We intend to involve disadvantaged and disaffected students by giving them key roles in the project in order to enhance their competence and confidence and help to build life skills.

9. Please tell us how this funding will lead to greater self sufficiency and lessen the need for future applications.

One off event

10. How is your organisation normally funded?

N/A

11. What are your current subs/fees/charges?

N/A

Details of other fundraising activities for this project

12. Have you applied for any other funds/grants towards the cost of this project? Please include details below

No

13. What fund raising activities took place in the **last** 12 months and what fund raising activities are planned for the **next** 12 months

Some of the events may raise funds which will be used to benefit the school and wider community. However, please note this is not the primary purpose of the events.

14. Anticipated income/expenditure for next 12 months

N/A

15. Details of any grants received from Yateley Town Council in the past three years with dates.

N/A

16. Other grants from any other sources in the last three years with dates.

N/A

Please give us details of the bank account that the grant should be paid into if approved.

Name of Account ... **Bank account is in the process of being set up. We will advise as soon as this is done**

Account number

Sort Code - -

Please note, payments can only be made following receipt of appropriate invoices.

Please ensure the following supporting documentation accompanies your application;

- Your most recent accounts;
- Your most recent bank account statement & details of any other investments/savings;
- A copy of your constitution;
- Details of your organisation's officers;
- Any other documentation you feel may help in assessing your application.

We believe the bullets above are not applicable to us as we are a school but with regard to the Steering Boards members they are:

Mrs Joanne Howlett

Mrs Wendy Cairns *Wendy Cairns*

Mrs Margaret Hancock

Declaration: I/we declare that the information confirmed in this application is correct and that any grant received will be applied as detailed in the request.

Signed **J L Howlett** (e-signature)

Date **15th Nov 2017.**

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Grant applications must be checked against the following criteria. Any questions where the answer is no must be reported to the Finance and Policy Committee meeting where the application is being considered and must form part of the formal agenda items list for that meeting.

Yes	
?	The grant will result in a benefit for the area covered by the Town Council and will contribute positively to the life of people living, working and visiting the area of Yateley, Frogmore and Darby Green?
✓	Does the grant exclude ongoing running costs?
n/a	If the application is for running costs has the applicant included plans for where future running costs will be found from?
✓	Is the grant for a group and not for individuals or organisations whose function is primarily undertaken by the health authority or Hampshire County Council's Social Services?
✓	Is the grant for non-political or non-quasi-political organisations or projects?
✓	Is the grant application for less than £1,000?
n/a	For applications in excess of £500, has the applicant detailed sources for at least 50% of the overall cost of a project?
* No	For applications for less than £500, has the applicant detailed evidence of applications to other funding bodies and/or internal fundraising.
No	Does the application include the required financial and organisational information?
* No	Is this the only application in this financial year from this group or organisation?
✓	Is the applicant based in the Town Council area? If not what proportion of beneficiaries of the grant reside in the area? (grants will be pro-rata for residents of Yateley using that service.)
✓	Is the application for future funding? (ie not retrospective)
✓	Is the grant for the sole use of the applying group and not to pass on money?
No	Will the applicant supply invoices before payment of a grant?
No	Has the applicant demonstrated how one off grant funding will lead to greater self sufficiency and lessen the need for future applications.
n/a	For applications for funds for security measures, does the applicant have the support of the local police or crime reduction officer.

Assessing officer J. Biscombe

Date of assessment 23/1/18

Decision (delete as applicable) reject / return for further information / proceed to committee

Approved as agenda item for the Finance and Policy meeting on 29/1/18

Outcome at that meeting