



HALKIRK DISTRICT BENEFIT FUND

No: 281781 Registered
Scottish Charity No: SC039254

Halkirk District Benefit Fund - Application Form

SECTION A: DETAILS OF APPLICANT

1.

a. Name: (Organisation)

b. Contact Address Including Postcode

c. Contact Person: (In organisation)

d. Position Held: (In organisation)

e. Contact Telephone Number

2.

Are You

(Please circle or specify one of the following)

1. Voluntary Organisation
2. Other (Not for Profit) Organisation
3. Other Organisation
(please specify)

3.

a. How many Members/Volunteers do you have?

b. How many people will this benefit?

4.

What are the main activities of your Organisation?



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5.

Have you applied to the Halkirk District Benefit Fund before?

Yes	<input type="checkbox"/>
No	<input type="checkbox"/>

a. If Yes what did you apply for?

b. Was your application successful? (please tick)

Yes	<input type="checkbox"/>
No	<input type="checkbox"/>

If yes, please give details and dates.

SECTION B: PROJECT DETAILS

6.

Describe briefly your project:

7.

What is your current financial position?

Total Income for the year	<input type="text"/>
Total expenditure for year	<input type="text"/>
Total savings or reserves	<input type="text"/>
Total reserves ringfenced	<input type="text"/>



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8.

What are the total project costs?

Description	Total
Grand Total	

9.

How much are you requesting from HDBF

(Please be aware of VAT as part of your application)

10.

How much will you contribute

11.

Have you applied to other sources of funding for this project?

Yes

No

(Please circle)

What was the outcome of the application?

Name of fund	Amount Requested	Outcome / Date of expected

Do you intend to Apply for funding elsewhere

Yes

No

(Please circle)

Which fund do you intend to apply to

Name of Fund	Amount



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SECTION C: PROJECT INFORMATION

12. What are the projects aims and objectives?

13. When and where will the project take place?

Date Location or Geographical area

14. What evidence is there to show this project is needed?

15. What are the benefits this project is likely to achieve?

16. How will you demonstrate you have achieved these benefits?

SECTION D: COMMUNITY BENEFIT & PUBLICITY

17. Please indicate how you will acknowledge the fund should your application be successful.

Press Release	Yes	No
Promotional Material	Yes	No
Public Events	Yes	No
Permanent Plaque	Yes	No

Other Ways (please give details)







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SECTION E: DECLARATION

Before signing and returning the form, please make sure that you are enclosing the following information with your application:

-  Copy of your Organisation's Constitution
-  Approved Annual Accounts for the previous two years or, in the case of a new organisation, projected income and expenditure figures for the first year.
-  For capital works or equipment, two estimates of costs
-  Statement of current bank/building society balances.

To the best of my knowledge the information given on this form is correct.

Signed:

Date:

Position in Organisation

(If appropriate)