



**The Royal Society of St George Charitable Trust**

**Registered charity no: 263076**

**RSSG BRANCHES CHARITY MATCH FUNDING SCHEME APPLICATION FORM**

### **Notes about completing this form**

1. Please complete all sections, sign, date and send the completed form, with appropriate supporting material, to the Trust's secretary, Albert Hankers, by e mail [shirt.berley@gmail.com](mailto:shirt.berley@gmail.com)
2. The signatory must be authorised to make this application on behalf of the relevant RSSG Branch and should give their name and, if applicable, the title of the office they hold in the relevant Branch.
3. Please provide supporting information and evidence, which can include letters of support and verification.
4. We may contact you by e mail where appropriate as this helps reduce our costs in dealing with applications for funding.

*Data protection* – we use the information you provide to help us understand and assess your application and to assist in our due diligence processes. We are committed to doing so in accordance with data protection legal requirements and principles.

### **Our match funding**

Only charities (under English law) that have charitable purposes (under English law) can be supported by funding under this scheme.

Funding cannot be given to individuals directly.

We are a registered charity, subject to charity law and regulatory restrictions and requirements and we have limited funds. We hope you will understand that whilst we endeavour to provide funds when we can, this is not always possible.

We may not be able to agree to grant a funding application because the purpose or activity for which funding is being sought is outside or not close enough to our charitable purposes. Sometimes it is for other reasons, such as lack of sufficient funds to meet the applications we currently have.

The sponsoring Branch will be notified about the decision on the application as soon as practicable.

If the application is successful, the payment of the approved sum will be made ***direct to the relevant charity***.

### Other match funding conditions

By applying for funding you confirm that you accept and will observe these conditions.

1. The Trust will notify any successful recipient charity of these conditions.
2. The payment of any approved sum will be made ***direct to the relevant charity***.
3. Any funding awarded is conditional on the Branch raising the relevant sum against which the Trust is 'matching' with Trust funding. Payment of awarded funding will only be made after the Branch has provided adequate evidence of having actually raised that sum for the relevant charity.
4. The funds may only be used by the recipient charity for the purpose for which they were awarded.
5. The funds must be used by the recipient charity and may not be passed to any other organisation without the express written permission of the Trust.
6. A proper written receipt for the funds must be provided to the Trust together with written acceptance of the funding conditions, in such manner as the Trust requires.
7. If any spare funds are unspent or if, for any reason, the funds given (or any part of them) cannot be applied to the purpose for which they were given, within 20 months of the date of the grant being sent to the recipient charity, that charity must repay the outstanding sum to the Trust.
8. Recipients will provide written information and evidence about the activities on which the funding was spent and the charitable outcomes of those activities. Where possible, pictures should also be supplied for the Trust and the Society to use in publicising the charitable activities and charitable impact of the Trust.
9. The Trust reserves the right to publish information about funding awards made, recipients and the activities funded by the funding and their outcomes in any appropriate medium (including the RSSG journal, the RSSG website and social media and the Trust's statutory annual reporting).

*Attach additional sheets as necessary to provide all the relevant information and supporting evidence for your application.*

**Person making this application**

**In completing this application, I declare that, to the best of my knowledge, I have no personal, family, commercial or financial links to the relevant charity or its charity trustees**

Full name:

Age and date of birth (if under 18):

Address (include postcode):

Phone number:

Mobile number (if available):

E mail address:

**RSSG Branch** on behalf of which you are making this application:

State all offices you hold in that Branch (if none state 'none'):

**Amount of match funding requested**

Amount of Branch funding you would like the Trust to consider matching: £.....

I confirm that has already raised been raised by that branch for this charity

*Please provide evidence of the sum, including details of where the amount is being held and the date by which that sum will be given to the charity*

**Charity for which match funding is sought**

Name of charity:

Address of charity (include postcode):

Phone number:

Website:

E mail address:

Registered charity number:

(If there is no charity registration number, please explain why not. Also provide evidence of the organisation's 'exempt' or 'excepted' charitable status, if applicable.)

Registered company number (if applicable):

Name of *person we can contact at the charity* about this application:

Office or other position held in the charity:

Address (if different to the charity's address) (include postcode):

Phone number:

Mobile number (if available):

E mail address:

**How the funding will be used**

Please state how the funding raised by the Branch and any match funding awarded will be used by the charity. Please include details of who will benefit and how they will benefit.

**Additional funding sources**

Where the charity has funding from other sources towards the costs of the relevant project or activity please provide details of that.

**Accounts**

Please provide a copy of the relevant charity's most recent annual accounts and a copy of the accompanying annual trustees' report.

**Other information in support of your application:**

**Signature of Branch Officer**

**Date:**

**Signature:**

**Name:**