

# Grant Fund Application



The Haskins Charitable Fund was established in 2018 by the Haskins Family in conjunction with the business. The main aim of the Fund is to support charities that operate within the local communities surrounding our Garden Centres, and to enhance what the centres are already doing in terms of giving back. With the acquisition of Birdworld in 2020, the fund expanded its support to National charities that are involved with bird conservation.

The Fund works on a grant structure, whereby colleagues can put forward applications for grants for charities that meet the criteria. These can either be on a one-off basis or spread out over a specified period of time. The Fund welcomes and encourages the involvement of Haskins and Birdworld colleagues in putting forward applications for grants. Applications can be made anytime throughout the year.

Before completing the application form, please ensure that the grant request meets the following requirements:

1. UK charities located within a 15 miles (25km) catchment area of one of our garden centres / Birdworld or a national charity that is running a local project within a 15 miles radius of one of the centres that:
    - Help or benefit vulnerable children and their families
    - Support hospices and charities that provide respite care
    - Support horticultural and environmental projects and initiatives
  2. UK charities with conservation initiatives for the benefit of birds and their natural habitats.
- The Charity must have been in operation for at least 1 year and be able to prove it is well governed with sound financial information. Please include a copy of the annual accounts with your application.
  - The total grant money being requested must be between £3,000 and £15,000 in the form of either a one-off donation or spread out over a specified period of time.
  - If a charity has a successful grant application they will only be allowed to re-apply for a new grant after a 3 year time period. If a charity has an unsuccessful grant application they may apply for a new grant after a 6 month time period as long as the application was denied for reasons other than the Charity not meeting the Fund's giving requirements. Following a successful application, colleagues must wait for at least 12 months before submitting another application.

## Completing this form:

For applications by post, print and complete this document. Once complete please post to Haskins Charitable Fund, Haskins Head Office, Longham, Ferndown, Dorset, BH22 9DJ.

For applications by email, please save this PDF form to your computer. Using Acrobat Reader you will be able to complete the form on your computer and submit using the 'Send form' button shown at the end of the form.

**Remember to include any supporting documentation and a copy of the annual accounts with your application.**

## Applicant Information (Haskins/Birdworld Colleague):

1. Name:

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2. Haskins or Birdworld:

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3. If Haskins, please specify your centre:

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4. email address:

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5. Department:

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6. Relationship and length of involvement with charity:

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## Charity Information:

1. Charity name:

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2. Charity address (office):

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3. Charity telephone number:

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4. Location of proposed project:

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5. Registered Charity number:

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6. Name of Lead Trustee / Chairman:

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7. Date Charity was established:

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8. Please provide a brief introduction to the Charity including who it is supporting, its goals and values:

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9. Charity website address:

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### **Charity contact information**

Please provide contact information (name, address, email) for our lead contact at the charity:

1. Contact name:

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2. Contact address:

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3. Contact email:

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### **Charity project information**

1. Please provide details of the amount of money being requested for the grant and how this will be broken down. If it is part of a larger project please include the overall cost of the project, and specify if any other grant applications have been submitted for this particular project:

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2. Please provide details of the project including who it will benefit and how:

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3. Please outline any previous support or grants the Charity has received from Haskins / Birdworld and how it was used by the Charity:

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4. It is important to our Grant Giving Committee to ensure that we receive feedback on how the grant money is being used so that we can be most effective in the running of the Fund. Please give an overview of how you will feed back the results of the grant money to us:

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5. Please provide any deadlines for when the Charity will require the grant money by:

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6. Would it be helpful if a committee member visited the Charity to get a clearer picture of how and where the money is being used?

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7. If the grant is successful it is possible that we may want to use the information for the purpose of PR & publicity. Images and information would be used for the purpose of:

- Local, regional and national PR
- Marketing materials
- Social media channels

I am happy to consent to photography and information being used for the purpose of PR, publicity & social media in relation to the Haskins Charitable Fund grant. This form is subject to the standard Haskins Privacy terms and conditions.

**Please tick this box**

8. Please provide any additional information you wish to include here and feel free to attach any supporting documents to your email or post to the address below:

## Colleague Declaration

I hereby declare that the information that has been provided on this application form is accurate and correct to the best of my knowledge:

Signed:

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Print name:

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Date:

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Thank you for completing the Haskins Charitable Fund Grant Application Form.

**SEND FORM**

**Please remember to attach the latest copy of the Annual accounts.**

You can also save this completed PDF and email to Giving@Haskins.co.uk with 'Grant Application' and the Charity name in the email title or post to the below address. **Please remember to include the latest copy of the Annual accounts.** For any supporting materials you wish to send please either email as a scanned attachment or post to: Haskins Charitable Fund, Haskins Head Office, Longham, Ferndown, Dorset, BH22 9DJ.

The application will be considered by the Grant Giving Committee and we will aim to get back to you within 4 weeks of the application being received.

*Haskins Garden Centres Ltd is committed to complying with the General Data Protection Regulation and we understand the importance of keeping your personal data safe, private and secure. No information collected by us will be sold, rented or loaned to any third parties or companies. For more information explaining how we store and manage data, and how you can unsubscribe from our services, please see our full Privacy Notice at <https://www.haskins.co.uk/privacy-policy/>*