

Winter Celebration Grant 2009 Application guidelines

Completed applications will be assessed as they are received by the Grants Team in London. All applicants will be informed of the outcome within 10 working days

The last date for receiving a completed application by the Grants team is **Friday 11 December 2009**. Applications received after this date will not be considered for Grant Aid

Who can apply?

- Any voluntary or charitable club for older people throughout the UK whose charitable objectives are similar to those of Age UK, is eligible to apply, and whose annual turnover is less than £50,000 per annum.
- A 'club' is understood to be an organised group of older people meeting regularly for social, recreational and other mutually beneficial purposes.
- Clubs must have a certain independence (e.g. be run by their own committee), and **not** be merely an activity run by a larger organisation.
- You do not have to be a registered charity but you do have to be a properly established group with a set of rules and your own bank or building society account. Grants cannot be made to individuals.

If you are unsure of your eligibility please contact the Grants team for advice.

What can be funded?

- Grants are available towards the cost of Winter celebrations, outings, or one off events, e.g. theatre trips, day outings, parties, dinners etc.
- Grants must be for specific items, and not a contribution to general funds.

What can not be funded?

- Grants are **not** available for replacement of worn out/obsolete equipment.
- Grants cannot be applied to events/activities which have already happened.

How much can we apply for?

The maximum grant is £500. Grant Assessors will consider, as part of the assessment, whether the application is value for money. If it is felt to be overly expensive then a part grant may be offered on the basis that the remainder of the necessary funds will be found from another source.

How do we apply?

- Forms can be obtained from the Grants team at the address at the bottom of this page. Because of the current postal disruption, we are happy to receive emailed/faxed forms but hard copies must be put in the post as we do need original signatures to comply with Audit Requirement. Completed forms should be sent directly to the Grants team in London.
- Please note that the information collected from Section C is being gathered for monitoring purposes only and will not be used in the assessment of your application for grant Aid. We are collecting this information in order to know more about the people who will benefit from a successful project or activity.

How are grants allocated?

- Completed applications will be assessed as they are received by the Grants team. We will inform you in writing, within 10 working days, of the decision.
- Successful applicants will receive the funding awarded, after they have signed and returned a Formal Acknowledgement of Award, to the Grants team. All payments will be made electronically via BACs.
- Successful Awardees will be required to complete a short Monitoring Form and forward any Media/Press Related coverage, within 3 months of receipt of the Award being made.

For further information or advice please contact:

<p>The Support Assistant – Grants The Grants and Resources Team, Age Concern and Help the Aged, Astral House, 1268 London Road. London SW16 4ER Tel:020 8765 7738 Fax: 020 8765 7352 Email: grants.unit@ace.org.uk</p>
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Age Concern is a federation of registered charities. Age Concern England (charity number 261794) has merged with Help the Aged (charity number 272786) to form Age UK, a charitable company limited by guarantee and registered in England: registered office address 207–221 Pentonville Road, London, N1 9UZ, company number 6825798, registered charity number 1128267. Age Concern and Help the Aged are brands of Age UK. The three national Age Concerns in Scotland, Northern Ireland and Wales have also merged with Help the Aged in these nations to form three registered charities: Age Scotland, Age NI, Age Cymru.