

**London Churches Refugee (Hardship) Fund
Application Form (Grants Round 25)**

Please send the completed Application Form, and supporting papers, by email to grants@help4refugees.co.uk by Weds 31st October 2018

If you are unable to email supporting papers, please contact info@help4refugees.co.uk to discuss alternatives.

But PLEASE email ALL papers if at all possible

A. Your Organisation

Name of organisation:

Is your organisation a member of the London Churches Refugee Network? **Yes/No**
If 'No', please see n.4 of Terms and Conditions (enclosed)

Or: to which Church or Religious community is the organisation affiliated?
.....

Contact person: Name (type or print)

Position:

Address:

Tel.

e-mail:

Safeguarding policies. We require all recipient organisations to have an adequate safeguarding policy which we will need to verify. Please select one of the following:

- Policy sent with this application
- Policy may be viewed online at [www.](http://www.help4refugees.co.uk)
- Policy already submitted on (must be within last 3 years)

Data protection. It is a condition of application that you give consent to our use of your data as shown below:

(tick or check the box)

By ticking this box you **give consent** to the use of your name, address and other personal data by the London Churches Refugee Fund (LCRF) for the purposes of processing your application and keeping you informed about our activities. Your consent may be withdrawn at any time. LCRF complies with GDPR 2018 and will not pass on your data to any other party. See our full privacy notice at <http://www.help4refugees.co.uk/privacy-notice>

B. Total grant applied for: £

C. How the money will be used

Please use the following headings to demonstrate how the money will be spent. You may use a separate sheet for your answers or to complete them, as necessary.

1. Please describe the use(s) for which the money is intended

2. Please indicate the groups of refugees / asylum seekers who will be the recipients eg children, mothers and infants, those refused etc

3. Please provide a budget breakdown of how the money will be spent

4. How many people do you estimate will benefit from the amount requested?

5. Indicate briefly the main ‘trends’ experienced over the last 6 months in your area of work

6. **(For second and subsequent grant applications)** Provide a brief example / case study of how someone has benefitted from the kind of assistance you would be able to continue to offer to your users were your application to be successful.

D. Please indicate clearly to whom any Grant Cheque should be made payable:

“.....”

E. General Agreement

I / we agree to the Terms and Conditions of the London Church Refugee Fund. I / we further understand that the Fund may not be able to meet the amount requested or may be able to meet only part of the sum, at the absolute discretion of the Trustees.

Signed

Print name

Position in organisation

Date

Documents to be enclosed with Application Form *please tick for each item*

1. Copy of audited accounts (most recent)

Or
Other record of income & expenditure (most recent)

2. Annual Report *or* Review

Or
Document showing scope and scale of work completed

3. Safeguarding policy if indicated on Page 1

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Revd Chris Brice
Chair of Trustees

For admin use only

Date receivedDate considered

Outcome

Response to Applicant Date