**TOWER HAMLETS COUNCIL**

**Covid-19 Community Fund Application Form 2021**

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| **Name of organisation:**   |  |
| **Address:**   |  |
| **Wards/geographical area served:**  |  |
| **Name of person completing request:**  |  |
| **Position in organisation:**  |  |
| **Contact email address:**   |  |
| **Organisation website address:**  |  |
| **Telephone contact:**  |  |
| **Amount Requested:**  | **£**  |

**Please select ONE of the two categories of support and the level of funding you are applying for**

|  |  |
| --- | --- |
|  | Minor up to £1,000  |[ ]
| Covid-19 Organisational Support Fund | Medium up to £2,500  |[ ]
|  | Medium up to £5,000  |[ ]
|  | Minor up to £1,000  | [ ]  |
| Covid Re-Purposing Fund | Medium up to £2,500  | [ ]  |
|  | Medium up to £5,000  | [ ]  |

**Please set out below the purpose(s) for which the requested funding will be used add additional rows below as required**

|  |  |
| --- | --- |
| **Explanation/Description**  | **Cost**  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
| **TOTAL** |  **£** |

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| **Please explain how your organisation has been impacted by Covid-19 and why your applying to the Covid Community Fund** (*This textbox can be expanded to provide as much information as required*)  |
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| **How you will ensure the organisation will be financially sustainable once this funding has been utilised?** (*This textbox can be expended to provide as much information as required*)  |
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| **Please detail all Council and other funding you are currently receiving** (*This textbox can be expanded to provide as much information as required*)  |
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| **If your organisation has reserves, please explain about your organisation’s reserves and why these can’t be used for the purposes you are applying for. (Please note, organisations with free reserves are not eligible to apply for this fund).**  (*This textbox can be expanded to provide as much information as required*)  |
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| --- | --- | --- |
|    | **2020/21 or most recent reporting year**  **(Actual)**   | **2021/22**  **or year to date**   |
| **Charitable Trusts/Foundations**   |  |  |
| **Please provide details of any ‘free reserves’ that you have**   |  |  |
| Cash in bank accounts   | £ |  £ |
| Free reserves (add total from table above)   | £ |  £ |
| Shares   | £ |  £ |
| Investments   | £ |  £ |
| Loans made to individuals and organisations    | £ |  £ |
| Significant outstanding debts owed to your organisation    | £ |  £ |
| **TOTAL**   | **£** | **£** |

**ORGANISATIONAL INCOME [Add additional rows where required]**

|  |  |  |
| --- | --- | --- |
| **FUNDING SOURCE**State your financial year end    | **2020/21 or most recent reporting year** **(Actual)**  | **2021/22** **or year to date**  |
| **Charitable Trusts/Foundations**  |   |   |
|  | £ | £ |
|  | £ | £ |
|  | £ | £ |
|  | £ | £ |
|  | £ | £ |
|  | £ | £ |
| **Sub Total**  | **£** | **£** |
| **Business Donors or Sponsorship**  |   |   |
|  |  |  |
|  | £ |  £ |
|  | £ |  £ |
|  | £ |  £ |
| **Sub Total**  | **£** | **£** |
| **LBTH Grants or Contracts (*Show individual projects separately*)**  |   |   |
|  | £ |  £ |
|  | £ |  £ |
|  | £ |  £ |
| **Sub Total**  | **£** | **£** |
| **Other Income e.g. subscriptions, fee/charges etc.**  |   |   |
|  | £ |  £ |
|  | £ |  £ |
| **Sub Total** | **£** | **£** |
| **Any other income**  |  |  |
|  | £ |  £ |
|  | £ |  £ |
| **Sub Total**  | **£** | **£** |
| **TOTAL INCOME**  | **£** | **£** |

|  |  |  |
| --- | --- | --- |
|   | **2020/21 or most recent reporting year** **(Actual)**  | **2021/22** **or year to date**  |
| **Charitable Trusts/Foundations**  |   |   |
| **Please provide details of any ‘free reserves’ that you have**  |  |  |
| Cash in bank accounts  | £ |  £ |
| Free reserves (add total from table above)  | £ |  £ |
| Shares  | £ |  £ |
| Investments  | £ |  £ |
| Loans made to individuals and organisations   | £ |  £ |
| Significant outstanding debts owed to your organisation   | £ |  £ |
| **TOTAL**  | **£** | **£** |

**ORGANISATIONAL EXPENDITURE [Add additional rows as required]**

|  |  |  |
| --- | --- | --- |
| **EXPENDITURE** | **2020/21****(Actual)** | **2021/22****(Estimate)** |
| Employee costs – ***please specify individual salaries*** |  |  |
|  | £ |  £ |
|  | £ |  £ |
|  | £ |  £ |
|       | £ |  £ |
| **(A) Employees Sub Total** | **£** | **£** |
| Premises costs – ***please specify*** |  |  |
|  | £ |  £ |
|  | £ |  £ |
|  | £ |  £ |
|  | £ |  £ |
| (B) Premises Sub Total | **£** | **£** |
| Office costs – ***please specify*** |  |  |
|  | £ |  £ |
|  | £ |  £ |
|  | £ |  £ |
|  | £ |  £ |
| (C) Office Costs Sub Total | **£** | **£** |
| Other running costs - ***please specify*** |  |  |
|  | £ |  £ |
|  | £ |  £ |
|  | £ |  £ |
|       | £ |  £ |
| (D) Other Running Costs Sub Total | **£** | **£** |
| Any other expenditure – ***please specify*** |  |  |
|  | £ |  £ |
|  | £ |  £ |
|  | £ |  £ |
|  | £ |  £ |
| (E) Miscellaneous Other Sub Total | **£** | **£** |
| Capital expenditure - ***please specify*** |  |  |
|       | £ |  £ |
| (F) Capital Expenditure Sub Total | **£** | **£** |
| TOTAL EXPENDITURE (A + B + C + D + E + F) | **£** | **£** |

**Return completed form to:**thirdsector@towerhamlets.gov.uk

***For LBTH Use Only***

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**If you are applying for more than £1,000 please complete the remaining sections of the form.**

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| **Please provide details of what action you have taken to date to minimise the impact of Covid-19** (*This textbox can be expended to provide as much information as required*) |
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| **Please demonstrate how your organisations activity is of strategic importance to the borough referring to the Council’s Community and/or Strategic Plans. Links to these plans can be found within the criteria for the Covid Community Fund.** (*This textbox can be expanded to provide as much information as required*) |
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| Please detail what consequences your organisation may experience if unsuccessful with the Covid Community Fund. (*This textbox can be expanded to provide as much information as required*) |
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