

THE BURNHAM FOUNDATION

Grant Application

Grant applications will be considered from individuals, Organisations seeking to develop Sporting and Cultural activities, or other Charitable Groups within the Burnham Community.

Grants will be on a one off basis only, not a recurring charge, and cannot be used for *the* relief of rates, taxes, other Public Funds, to enable debts to be discharged or to pay salaries.

Application for a Grant

Applications must be submitted in writing or via e-mail, and detail:

- The name and address of the applicant
- The reason for the request
- What the Grant will enable the applicant to achieve, and when?
- How many people from the Burnham Area will benefit from the grant?
- What other funds are being used for the project?
- How did you hear of the Burnham Foundation?

Consideration of the Application

- Once received, the application will be reviewed by the Trustees of the Burnham Foundation.
- A Trustee from the Foundation will make contact with the individual, Organisation, or Charitable Group to discuss the relevance and affordability of the request.
- The applicant will be informed of the outcome within 28 days of final submission.

If the application is successful

- Grants will be paid by cheque to the Individual or Group making the application.
- Receipts or invoices relative to the Grant must be provided to The Burnham Foundation as proof of purchase.
- Where appropriate, photos showing what the Grant has been used for should be supplied, along with permission to display these images on The Burnham Foundation website.
- A short report, detailing the success or impact the Grant has achieved must be provided to The Foundation within six months of the award and a review meeting arranged.
- Acknowledgement of The Burnham Foundation support to the Individual or Organisation should appear on relevant web sites, editorials, or promotional material.
- Where appropriate, we will include a link to the web site of the successful applicant on our website and, where possible, the link to our web site should be included in the applicants web site.

SHOULD YOU WISH TO DONATE, THEN GO TO OUR WEBSITE
www.theburnhamfoundation.org