



## WEM TOWN COUNCIL COMMUNITY GRANT APPLICATION FORM

**If you require any help filling in the application form or have any questions  
please do not hesitate to contact the Town Council.**

<b>1</b>	<b>Contact Details</b>
<p><b>NAME OF CONTACT PERSON:</b> Elizabeth Dakin</p> <p><b>POSITION IN ORGANISATION:</b> Deacon and hub organiser</p> <p><b>ADDRESS:</b> Wem Baptist Church, 12, Chapel Street Wem, SY4 5ER</p> <p><b>TEL NO:</b> 07757809876</p> <p><b>EMAIL ADDRESS:</b> lizdakin63@gmail.com</p>	
<b>2</b>	<b>Your Organisation or Group or Event Details</b>
<p><b>Name of Organisation/Group or Event:</b> Wem Baptist Church Refugee Hub</p> <p><b>Briefly detail the Aims and Objectives of your organisation or the event you wish to run.</b></p> <p>At present we are offering a centre for Hosts and Ukrainian Guests ( although the hub would be open to any refugee) to meet and socialise, get support and help with filling in forms, (applying for documents, benefits and jobs), to access English lessons, get drivers to help with shopping, accessing medical care, schools etc</p> <p><b>How does it benefit the residents of Wem?</b> This allows the residents of Wem an opportunity to help and support the Ukrainian war effort and supports those residents who have taken refugees into their own homes. This is potentially a stressful and demanding thing to do, Over 27 people have volunteered to give up their time to support this hub and Wem youth club has also allowed us access.</p>	

When was the committee/ organisation formed: We began with a 'Hello and Welcome' coffee morning on the 17th May but have been planning since April 1st

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### Grant Application Details

**Briefly describe the project or purpose for which you require a grant and state how it will benefit the local community:**

At present volunteers are form filling and allowing Skype calls on their own private laptops, which from a Data privacy point of view is very challenging. We would appreciate money towards a laptop or at least a printer to print off their documents. This will mean faster and safer form filling.

**What is the total cost of the project? Three laptops and a printer would be around £950, the total cost of the whole project is difficult to ascertain at the moment as it depends on what the hosts and guests require us to do. Most of the refreshments have either been provided by Coop or by the volunteers themselves!**

**Please indicate the size of the grant that you require? (maximum £500) 350? TO COVER ONE LAPTOP AND A PRINTER.**

**If applicable, how do you intend to fund the balance of the project? Shrewsbury Hub will help with some resources but the rest is voluntary support.**

**Have you applied to any other organisation for a grant for the same project?  
If yes, please give details including unsuccessful applications.**

**The Rotary Club may consider giving us something?!**

**Will the project incur ongoing maintenance and/or running costs?**

**If yes, please give details of how you intend to fund this**

**The Baptist church will fund the electricity, gas and wear and tear costs, as well as most of the food/drinks. At present they are also paying their own petrol bills for transporting guests.**

**4 Please provide the following details from your most recent annual accounts (Newly established organisations please provide, their projected income and expenditure for the next twelve months).**

<b>Total Income</b>	<b>£Donations? 100?</b>
<b>Less Total Expenditure</b>	<b>£Volunteers pay!</b>
<b>Surplus / Loss</b>	<b>£break even!</b>
<b>Savings (Reserves, Cash, Investments)</b>	<b>£0</b>

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**Declaration**



**This declaration must be signed by an authorised person within the organisation or group, e.g. Committee Member, Office Holder or Trustee.**

1. I am authorised to make the application on behalf of the above organisation.
2. I have read and noted the Council's criteria relating to this application and agree to abide by the conditions listed if a grant is awarded by the Council.
3. I certify that the information contained in this application is correct.
4. If the information in the application changes in any way, I will inform the Council.
5. I give permission for the Council to record the details of my organisation electronically and to contact my organisation by phone, mail or email regarding this application.
6. If the application is successful, I give permission for the Council to publicise the

project/activity in the local media and on its website.

7. I agree to provide a report, including photographs, to the Council, indicating how the grant awarded has been spent, within six months of completion.

I declare that the information given in this application is correct and if the application is successful, agree to adhere to the conditions laid out in the Wem Town Council's Community Grants Policy, a copy of which I have received.

On behalf of (insert name of organisation or group)

.....Wem Baptist Church Hub.....

Signed .....  ..... Date .....18/05/2022

Position in organisation or group .....Deacon.....

*Please include any other information which you consider would support your application (eg additional literature, leaflets, annual reports)*

<b>6</b>	<b>Payee Details For Any Funding Award</b> <i>All grant funding will be paid by BACS if possible</i>
<b>Name of payee organisation as it appears on bank account:</b> <b>Wem Baptist Church</b>	
<b>Bank Account Number</b> 31833486	<b>Sort Code</b> 09-01-54

<b>CHECKLIST</b>	
Please enclose the following with your application. We will only process your application when we have received them.	
	<b>Please Tick</b>
Signed application form, with every question answered	x
Latest audited annual accounts	n/a
Constitution or set of rules (if not applicable please state so)	n/a
Copies of written estimates/quotations for equipment/capital items	can provide if needed but looked online for

best deals!

**Please send completed application form (with all supporting documentation) either by post or email to:**

Wem Town Council  
Edinburgh House  
New Street  
Wem  
SY4 5DB

[info@wem.gov.uk](mailto:info@wem.gov.uk)

**Closing date for applications 4pm 31<sup>st</sup> January 2022  
No late applications will be considered**

**If your application is successful you will be informed in March and the grant itself will be awarded at the Annual Town Meeting to be held in April 2022**