

CORONAVIRUS EMERGENCY GRANT APPLICATION



During this period of emergency, The Town Council wants to help local organisations who are already best able to serve the community in Faversham. Funding has been diverted from 'Community Events' to fund the Coronavirus Emergency Grants, which are available to constituted organisations.

If you need assistance to complete this form please contact the office using the details on page 4

Project Name	Brogdale Collections
Grant Amount Requested Maximum amount per application is £500 ¹	£500

Organisation Name²	Brogdale Collections
Organisation Address	Brogdale Farm Brogdale Road Faversham Kent ME13 8XZ
Telephone Number	01795 536250
Email Address	fundraising@brogdalecollections.org
Contact Name	Kim Guest
Position Held in Organisation	Fundraising Manager

1. About the project you are planning. Keep the charity going while the current crisis prevents us from raising income from visitors to the site

1.1. What do you plan to do with the Community Grant funding you are seeking?

We need to keep the charity solvent while we are not able to hold our events and attract paying visitors. The National Fruit Collection is a local treasure held for the benefit of the whole of the UK, but due to not being able to hold two of our major events this Spring, the viability of the charity is severely threatened. A grant would enable us to continue paying our bills and survive until we can hold events again

1.2. How have you identified this need?

The drop in income due to the current situation

2. Project Funding and Costs

2.1 Please provide a breakdown of your project's costs. Please note that this should be a breakdown of your total project costs³

Expenditure	£
Staff Salaries	£500 per week
	£
	£
	£
Total Project Costs	£ 500 per week
Please state whether this is a one-off, weekly or monthly request	Weekly

3. About your organisation

3.1. What type of organisation are you? Please tick the relevant category:

Registered Charity	<input type="checkbox"/>	Registration Number: 1135678
Voluntary Organisation	<input type="checkbox"/>	Yes
Limited Company	<input type="checkbox"/>	Company Number: 06221780
Community Group	<input type="checkbox"/>	
Other	<input type="checkbox"/>	Please Specify:

3.2. Briefly describe your organisation. Describe your organisation, how many members/users you have, if you charge subscription fees and the usual activities/services you provide. If you are a new organisation please describe the activities/services you plan to provide.

Brogdale Collections is a small charity in Kent and is home to The National Fruit Collection, the world's largest collection, comprising of over 4,000 varieties of temperate fruit across 135 acres. It is one of the treasures of the UK, renowned for its educational, scientific, conservational, horticultural and historic importance. In addition to organising individual, group and school tours around the amazing Collection, we also host themed events and festivals across the year which has an emphasis on education. Education in our countryside location is a major focus for our Trustees and we have a number of projects already in place and others we are planning for. In addition to the proposed Space Garden project, we have plans for a fruit maze, and an outstanding climate change project, all of which will enhance the visitor experience. At Brogdale we ensure that disadvantaged and disabled children have full access to our services and have purchased special large wheel wheelchairs so that all can visit the farm.

3.3. Do you have a Constitution or Memorandum of Association? Please state which and include a copy with your application.

Yes M&A

3.4. Projects working with children, young people or vulnerable adults must have a safeguarding policy. If you don't have a safeguarding policy or relevant DBS checks in place you can still apply for funding but you will be required to put these in place before any grant is awarded.

Do you have a safeguarding policy?	Yes
Do your Staff/Volunteers have valid DBS checks?	Yes those who work with children

3.5. Depending on the nature of your project, you may require public liability insurance.

Do you have public liability insurance?	Yes
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3.6. Any Other Information. Please provide any other information which you consider to be relevant to your application.

4. Declarations

4.1. To be completed by a senior member of your organisation

I confirm that I am authorised to sign this declaration and that to the best of my knowledge and belief, all replies are true and accurate.

Name	Tony Hillier
Post Held	Trustee

Signature	
4.2. To be completed by the person completing the application (must be different to above)⁴	
I confirm that I am authorised to sign this declaration and that to the best of my knowledge and belief, all replies are true and accurate.	
Name	Kim Guest
Post Held	Fundraising Manager
Signature	<i>Kim A Guest</i>
5. Checklist	
Have you answered every question? yes have all signatures been completed? yes	

Please submit your completed Application Form and Additional Documents to:

Louise Bareham
Town Clerk
Louise.bareham@favershamtowncouncil.gov.uk

Or post to:

Town Hall
12 Market Place
Faversham
ME13 7AE

¹ Maximum payment at any one time

² Must be a fully constituted or recognised organisation

³ A regular weekly or monthly grant may be agreed for a period not exceeding 3 months

⁴ In an emergency situation, one signature may be sufficient, subject to the discretion of the Town Clerk