



**Application Form for a Grant for the Purchase of an Asset.**

Name of Group: - .....

Group Co-ordinator:- .....

Address: - .....

.....

Post Code:- ..... Tel: - .....

Value of asset to purchase: - £.....

Amount of grant required: - £.....

Reason for request: -

Applicants signature: - .....

**Notes: -**

- 1) Grants will only be made for capital equipment
- 2) Grants awarded will be for amounts between £50 and £250
- 3) Grants awarded will be up to 50% of the capital value
- 4) Grants will only be paid against a copy of a receipt or invoice
- 5) No further grants will be made to the group for similar purchase. Groups should build up reserves for such future expenditure

Approved by:

Date:

Please return this form to: Brian Cave, 73 Highcliffe Road, Sheffield, S11 7LP or to email: [bpcave@hotmail.com](mailto:bpcave@hotmail.com)

## Guidance used for Exec Committee decisions

All applications should be considered on an individual basis with the following being taken into account:

1. Is the group "established"? Is there a membership list and coordinator?  
Is the group likely to continue for the foreseeable future?
2. Would it be reasonable for the group to fund the purchase of equipment themselves?
3. Has the group taken any steps to obtain funds from elsewhere? e.g. by sourcing free or loaned equipment from other organisations/u3as or from a national body e.g, Croquet England, Netball Association etc.
4. To what extent will providing a specific grant be of benefit to Sheffield u3a and the membership as a whole:

Is the group open to new members?

Does it provide an activity in part of the city where Su3a membership is under represented?

Does it offer benefits in terms of equality, diversity and inclusion?

How does the size of the grant compare to the size of the group?

Is there anything else which the trustees might consider particularly relevant?