



Event Support Fund

The Directors have agreed that an Annual Event Support Fund of £5,000 should be set up using income generated from the community wind turbine.

Applications from groups (constituted or not) will be considered however this fund is only available to facilitate community groups where the outcome of the event is for a charitable purpose or community benefit.

The IoHDT board have authorised Trust staff to manage the fund. The staff will assess and approve (or otherwise) the majority of applications (some applications may need to be referred to the board for further clarity), ensuring that they meet the criteria agreed by the board and the charitable aims of the Trust:

- 1 to provide in the interests of social welfare, facilities within the Community for recreation and other leisure time occupation available to the public at large;
- 2 to advance education through promotion of the arts;
- 3 to encourage, stimulate and support volunteering principally in the Community;
- 4 to promote, establish, operate and/or support other similar schemes and projects of a charitable nature for the benefit of the residents of the Community;

Event Support grants are available towards the cost of travel & accommodation for the artists, however subsistence will not be included and therefore bills for accommodation should show any food and drink costs separately. Please note that mileage and fuel costs will not be funded.

Funding is not payable for artists' fees.

In the situation where the event is a competition aiming to attract competitors from out-with the community, the transportation costs for plant and equipment relating to the event would be eligible for funding support.

Groups can apply up to a maximum of £500 per act for their travel and accommodation. Where events are organised that engage multiple acts, then the benefit to the community of these events will be taken into consideration to determine the level of funding.

Grants are only payable retrospectively on the production of valid invoices or travel tickets.

Allocation is dependent on the number of applications and the value of awards already granted during the year.

An award will not be granted for any expenditure made prior to an application being approved; retrospective applications will only be considered in exceptional circumstances.

Liz Davidson

Finance & Administration Manager

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Event Support Fund Grant Application Form

All sections of this form must be completed – Please see accompanying guidance notes for assistance. Please contact us directly for further information.

Section 1 – Applicant Details:

Name of Group:

Primary Individual Contact Details

Surname:.....Forename:.....Title:.....

Address:

Line 1:.....

Line 2:.....

Line 3:.....Post Code:.....

Tel No:.....Mob Tel No:.....

E-mail:.....

Section 2 – Payment & Bank Details:

a. The accommodation or travel provider will invoice IoHDT directly: ☐

or

b. We will send itemised receipts to IoHDT for repayment into our bank account: ☐

Section 3:- Declaration:

I declare that the information given is complete and accurate and that I understand the terms and conditions attached to this application form. I confirm that no expenditure has been committed prior to this application.

Signed:.....Name:.....

On behalf of:.....

Date:.....



Section 4 – Information On Your Event:

Please explain how the outcome of this event benefits the community or what charitable purpose it is for:

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Section 5 – Event Details:

Name of Event/Act:.....Venue of Event:.....

Date of Event:.....

Total Estimated Cost of Travel for the event:.....

Total Estimated Cost of Accommodation for the event:.....

Estimated amount of grant requested from IoHDT:.....

Section 6 – Application Criteria:

Please confirm that you have lived in Hoy and South Walls for at least 6 months: ☐

Please confirm that you are ordinarily resident in Hoy and Walls, (i.e. Hoy and Walls is where you live for most of the year): ☐

Do you agree to provide feedback on the outcome of the event?: ☐

Please use the space below to provide additional information to support your application:

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OFFICE USE ONLY

Section 7 – Review and Approval:

1. Do you feel that you have enough information to make a decision? ☐

2. Has it been proven that the grant meets the aims of the trust? ☐

3. In your opinion should the grant go forward? ☐

4. Are there any restrictions / recommendations you would place on the grant

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5. Comments and detail any further information you feel you need:

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Section 8 –Summary of Review:

Summary of reason for acceptance / rejection:

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Summary of further information needed:

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Other comments:

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Date recommendation made to trust:.....

Date recommendation accepted:.....

Treasurer Name:.....

Signed Treasurer:.....