**WESTBURY FRIENDLY SOCIETY**

**Emergency Support Fund Guidance for Applicants - Organisations**

**Introduction**

Friendly Societies were originally formed to provide an early form of social security and would help members when they hit hard times. The Westbury Friendly Society was founded in the late eighteenth century and is one of only five remaining in Somerset. Many organisations’ finances have been affected very badly by the coronavirus situation, and continuing with tradition, a support fund has now been established to help voluntary organisations working in the Westbury-Sub-Mendip parish. This document sets out the eligibility and criteria for application, what will and will not be supported and how to apply. These notes are for organisations. **Those seeking support for individuals and families should use the separate form here** [2020 Fund Protocol and Guidelines – Individuals Final final](http://westburysubmendip-pc.gov.uk/wp-content/uploads/2020/03/2020-Fund-Protocol-and-Guidelines-Individuals-Final-final.docx)

**Eligibility – who can apply**

Any club or voluntary organisation which has offered services to residents of the Parish of Westbury-sub-Mendip in the past 12 months and which : -

1. Can demonstrate immediate financial problems affecting the viability of that organisation deriving from the coronavirus outbreak
2. Cannot reasonably be expected to meet the financial problems from its own reserves, and
3. Has a constitution and a bank account with at least two signatories

**Criteria for application**

* The fund is unlikely to be able to support all applications and will seek to give priority to those in the greatest need.
* Consideration of support will also take into account the proportion of activity that is relevant to residents of the parish of Westbury sub Mendip
* Awards are normally up to £250 but there may be flexibility for higher grants with clear evidence of greater need.
* If the organisation is able to apply elsewhere for support, it needs to explain why it needs to apply to the Friendly Society.
* There must be clear evidence of need and a clear rationale for how the money is to be used

**What will be supported**

* Applications to cover recurrent costs which can no longer be afforded owing to a drop in income linked to coronavirus
* Applications to cover repairs or adaptations or other expenditure made necessary as a result of the coronavirus pandemic

**What will not be funded**

* Single applications only – multiple applications will not be considered
* Toys, gifts, promotional materials, or other benefits in kind for raffles or as prizes, etc
* Entertainments or parties

**How to apply**

Please complete the attached application form electronically and email to the Chairman of Westbury-sub-Mendip Friendly Society.in the first instance: ts15abs@gmail.com

Any questions or doubts about whether an application is likely to qualify for support should be addressed to the Chairman of the Friendly Society.

Westbury Friendly Society Support Fund Application form for organisations.

|  |  |
| --- | --- |
| Name of Organisation |  |
| Contact person’s name and address |  |
| Email |  |
| Telephone Number |  |
| Date of Application |  |
| Please describe why you are applying to the support fund, giving as much detail as possible including previous years income and expenditure plus current value of available funds..  |
| Please describe provision the organisation has made for residents of the parish of Westbury Sub Mendip and the proportion of its overall activity that represents |
| Amount applied for |  |
| Have you applied for, or had help from any other organisation? For example, council tax relief from Mendip District Council?  |
|  |
| Signature – I confirm that all details are accurate, and I consent to Westbury Friendly Society holding these data for the purposes of applying to support fund.  |  |

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