Benevolent Fund (Regional Charity Committee)
Application form for Community branches

<table>
<thead>
<tr>
<th>Branch/Workplace:</th>
<th>Applicant’s Name:</th>
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<tbody>
<tr>
<td>Membership no:</td>
<td>Branch Position:</td>
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<tr>
<td>Email address:</td>
<td>Mobile no:</td>
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How much funding are you applying for?

What specifically will the money be used for if your application is successful?

**Reasons for your application** — Please provide details of the good cause or worthy project which the branch wishes to support; what effect any donation might have; and what other efforts the branch has made in regard to fundraising. (feel free to continue on a separate sheet if you need to)

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Guidance notes for Branch Secretaries:

- The Benevolent Fund is available to assist individuals and groups of members, primarily branches, in their support of ‘worthy causes’ within local communities where there is a demonstrable, and preferably sustainable, link with the branch;

- Applicants must show good cause for a donation to be made for the benefit of the branch, a member or members within the branch or the local community;

- The Fund is available on the basis of donations agreed by the Benevolent Fund Committee; the Committee will meet at least once every quarter;

- Applications must be submitted by the branch secretary of the applying branch to their Regional Office;

- Applications must be in writing, in the prescribed format, and should be supported by documentary evidence where possible;

- Applicants must be specific regarding the amount being requested, what it is for and the reason why;

- Where relevant, applications should demonstrate evidence of all other reasonable efforts made to seek assistance from other relevant sources where possible.

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