**Dutton Gregory Solicitors**

[www.duttongregory.co.uk](http://www.duttongregory.co.uk)

**DUTTON GREGORY SOLICITORS**

**Charity Partners Application Form 2019/2020**

**(External)**

**Thank you for your interest in becoming one of our Charity Partners for the financial year 2019/2020.**

**Dutton Gregory Solicitors** believes in giving back. With a strong presence across the South Coast, our staff are passionate about engaging in the local and national community, whether that be through personal endeavours, sponsored events, or via our chosen charities.

From April 2019-April 2020 we are looking for the following **Charity Partners**;

* A **Dorset** Charity
* A **Hampshire** Charity
* A **National** Charity

We aim to raise as much as possible for our charities during the year through a variety of events, volunteering and fundraising. Our aim is to take one step further than simply offering donations, we want to **engage** with our chosen charities, **learn more** about you and **increase awareness** of your charity amongst our established network, and the wider community.

We are proud to develop a strong relationship with our chosen charities. Please try to **provide us with as much information as possible**, allowing us to fully appreciate the hard work you do each day as we consider you in this application process.

Applications need to be submitted between **Monday 4th March - Sunday 17th March**. All applications will be shortlisted by our Charity Committee w/c 18th March. Shortlisted charities will then be put to a company-wide vote for all our staff from 25th-31st March. Our chosen charities will be informed and announced during the first week of April.

**To submit your application form, or ask any further questions, email: c.battson@duttongregory.co.uk**

Good Luck!

Cate Battson

**Charity Chair (2019/20)**

**Dutton Gregory Solicitors**

**Who can apply?**

* Local Charities – Registered UK charities based in Dorset or Hampshire.
* National Charities – Registered UK based charities.

**Application Process:**

* Complete and submit the application form by email to **c.battson@duttongregory.co.uk**
* Deadline for applications will be **Sunday 17th March.**
* We will notify the charities which have been shortlisted, and those who have been unsuccessful this year.
* The chosen charities will be expected to attend a meeting with members of our Charity Committee in April, to discuss plans to make the most of 2019-2020.

**About Your Charity:**

**Please complete the following to the best of your ability. If you require extra space to answer a question please increase the size of the relevant box.**

**Organisation information**

|  |  |
| --- | --- |
| **Name of Charity** |  |
| **Registered Charity Number** |  |
| **Address** |  |
| **Name of main contact** |  |
| **Contact telephone number** |  |
| **Email** |  |
| **Website** |  |

|  |  |
| --- | --- |
| **Are you applying to be our Dorset, Hampshire or National Charity?** |  |

**Please give a brief outline of your key aims, who you support, how many people benefit from your support and what your major activities are.**

**If you are successful in your application, what will the money raised by Dutton Gregory Solicitors go towards?** Please include details of some of the projects the money we raise would go towards.

**Please outline any ways you can work with us in supporting you.** Examples include training for volunteers, ability for your charity to support with organisation of events, publicity for Dutton Gregory Solicitors, availability to run an event for your charity in Dorset/Hampshire etc. We are looking to have a closer connection to our charities this year, and as such this is very important for us.

**What initiatives have you undertaken in the last year that you are particularly proud of/ have made the most impact nationally or in Dorset/Hampshire (if a local charity)?**

**Do you have any special projects/events for the coming year that we can engage with?** Examples include, volunteering days, themed fundraising days, events, challenges etc.

**Are there any opportunities you would be able to provide Dutton Gregory Solicitors Staff?** For example, volunteering, events, new experiences etc.

**Is there anything you can provide for us?** For example, rights to use your logo for promo, merchandise (t-shirts, wristbands, buckets), and anything outside of the box…!

**Finances:**

What was your average income in the last 3 years?

What were your average expenses in the last 3 years?

How much statutory funding have you received?

How much do you currently hold in unrestricted reserves?

**What were your main sources of funding last year?**

|  |  |
| --- | --- |
| **Account Details:** |  |
| **Name of Bank** |  | |
| **Name of account** |  | |
| **Account no.** |  | |
| **Sort Code** |  | |
| **Names of two signatories** |  | |

**Staff:**

|  |  |  |
| --- | --- | --- |
|  | **Paid** | **Voluntary** |
| **Full time:** |  |  |
| **Part time (up to 20 hours per week)** |  |  |
| **By Whom are they paid?** |  |  |

**Additional Information:**

**Is there any additional information that you think may help your application?**

**Details of reference:**

We are looking for a referee who holds a professional or public position that knows of your group’s work, but is independent of your group. Please make sure this person is willing and knows about this application. Referees must be UK based.

|  |  |
| --- | --- |
| **Name of reference** |  |
| **Organisation name** |  |
| **Position in organisation** |  |
| **Address** |  |
| **Email** |  |
| **Tel.** |  |

Thank you for taking the time to complete this application.

**Please send completed applications to** [**c.battson@duttongregory.co.uk**](mailto:c.battson@duttongregory.co.uk) **by Sunday 17th March.**

Best of luck!

**Dutton Gregory Solicitors**