



Black Santa Application Form 2022

Please complete all four sections using **block capitals**.

- Please refer to important Terms & Conditions at end of the application form.
- Due to the large number of applications expected, we will not normally process any late applications.
- In order to maximise individual grants awarded, applications will only be considered from charities whose **Northern Ireland income in 2021** was **£150,000 or less**.
- We request that multiple applications are not submitted from the same organisation – **only one grant per organisation will be available**.
- Due to existing commitments we are unable to donate to any more projects abroad.
- Grants will **only** be awarded to organisations who can provide a registered charity number.
- Completed forms should be submitted by **Friday 25th November 2022** at the latest and posted to The Dean of Belfast, Sitout Applications, c/o Ms Cate Cox, Belfast Cathedral, Donegall Street, Belfast, BT1 2HB.
Alternatively please email to admin@belfastcathedral.org.

The Dean especially welcomes applications this year from registered charities **supporting the most disadvantaged families and individuals in our communities and charities working directly with refugee communities settling in Northern Ireland.**

Section 1 – Contact Details

Has the organisation been successful in applying to the sitout before? Y / N

Name of Organisation:
Key Contact:
Address:
Postcode:
Telephone No:
Email:
Website:
Date organisation was established:

Section 2 – Organisation Financial Details

Please include a set of audited accounts for the last complete year.

<p><u>NB BACS Account Details</u> For Electronic Bank Payment Account Name: Account Sort Code: Account Number:</p>		
OR Name of account cheque to be made payable to:		
Number of Staff:	(Paid)	(Volunteers)
Number of individuals benefitting from grant:		
Gross (NI) Income 2021: (£150,000 or less)	£	
Gross (NI) Expenditure 2021:	£	

Gross (Outside NI) Income 2021:	£
Gross (Outside NI) Expenditure 2021:	£
Charity No. (Required) /Income Tax No:	

Section 3 – Grant Category

Please indicate **ONE** category under which you wish to apply:

- A – Direct Support for Refugee Groups or Individual Refugees
- B – Direct Support for the most disadvantaged families and individuals
- C – All other Charitable Purposes

Section 4 – Organisation Description

In the space below, please give a brief summary of the work your organisation undertakes and indicate the specific uses to which any grant from the Sitout would be put. (Please ensure information is legible and contained within the box. Continue on separate page if required)

Terms and Conditions

- All grants awarded must be separately identified as received from 'St Anne's Cathedral Sitout' within the annual accounts or Annual Report of the organisation.
- Any grant awarded is given appropriate publicity and acknowledgement in the organisation's relevant documentation. A digital version of the Cathedral's logo is available on request.
- All grant awards will be distributed at The Good Samaritans' Service held in St Anne's Cathedral on **Sunday 5th February 2023**. Please ensure that a representative is able to attend this service if your application is successful.
- If applicable, you should present your cheque award to your bank without delay.
- Please be aware that in the case of successful applicants, information given in Section 4 may be used by St Anne's Cathedral to publicise future Black Santa Sitouts and/or Good Samaritans' services.

Declaration

I confirm that I have read and understood the above terms and conditions:-

Signed

Date

Print Name

Position in organisation