

STREET PARTY

PLANNING

KIT



to celebrate
the Queen's 90th birthday

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On Sunday 12 June the Queen is celebrating her 90th birthday with a Patrons Lunch at the Mall in St James Park. This will basically be a big street party to which over 10.000 guests are invited. Of course we can't all go, but that doesn't mean you have to miss all the fun!

Local communities are encouraged to get together and organise their own street parties.

We hope this kit will give you the tools you need to help make your party organising process easier and more fun.

Barnet Homes residents and resident groups are entitled to apply for financial support of up to £250 from the Robert Heath First Time Access Fund. You can find the application forms at the end of this document.

For more info on how to organise an event please have a look at the Barnet Homes Guide to Setting up Community Events at www.barnethomes.org.

Please don't forget to register your street party with your local council. Barnet residents can do this on 0208 359 7541 or go to www.barnet.gov.uk for more info.

If you have any comments or questions regarding your party or this guide, please contact GetInvolved@barnethomes.org

We are happy to help.

STREET PARTY

to celebrate the Queen's 90th Birthday

JOIN US ON THE

12th

OF

JUNE

at

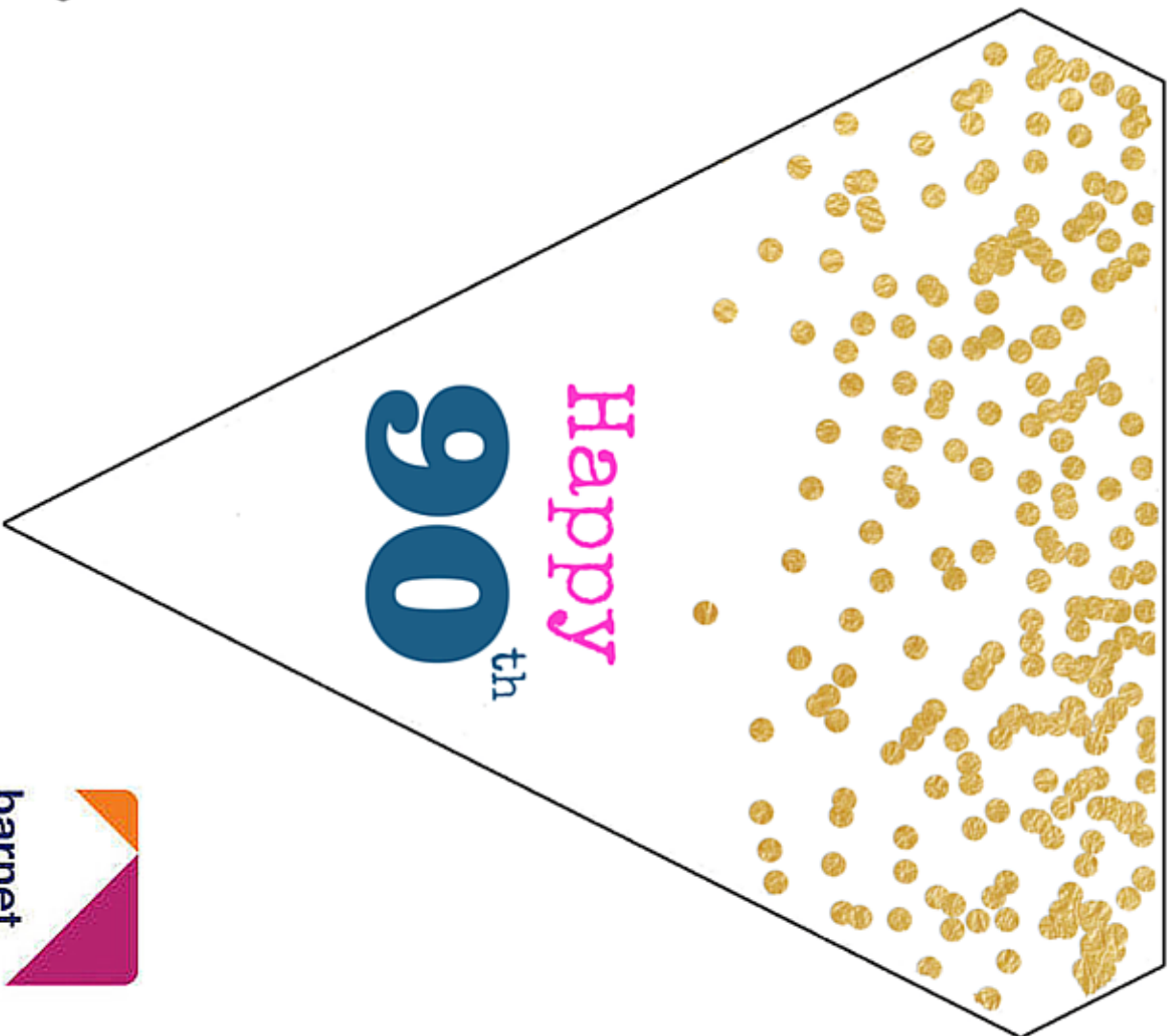
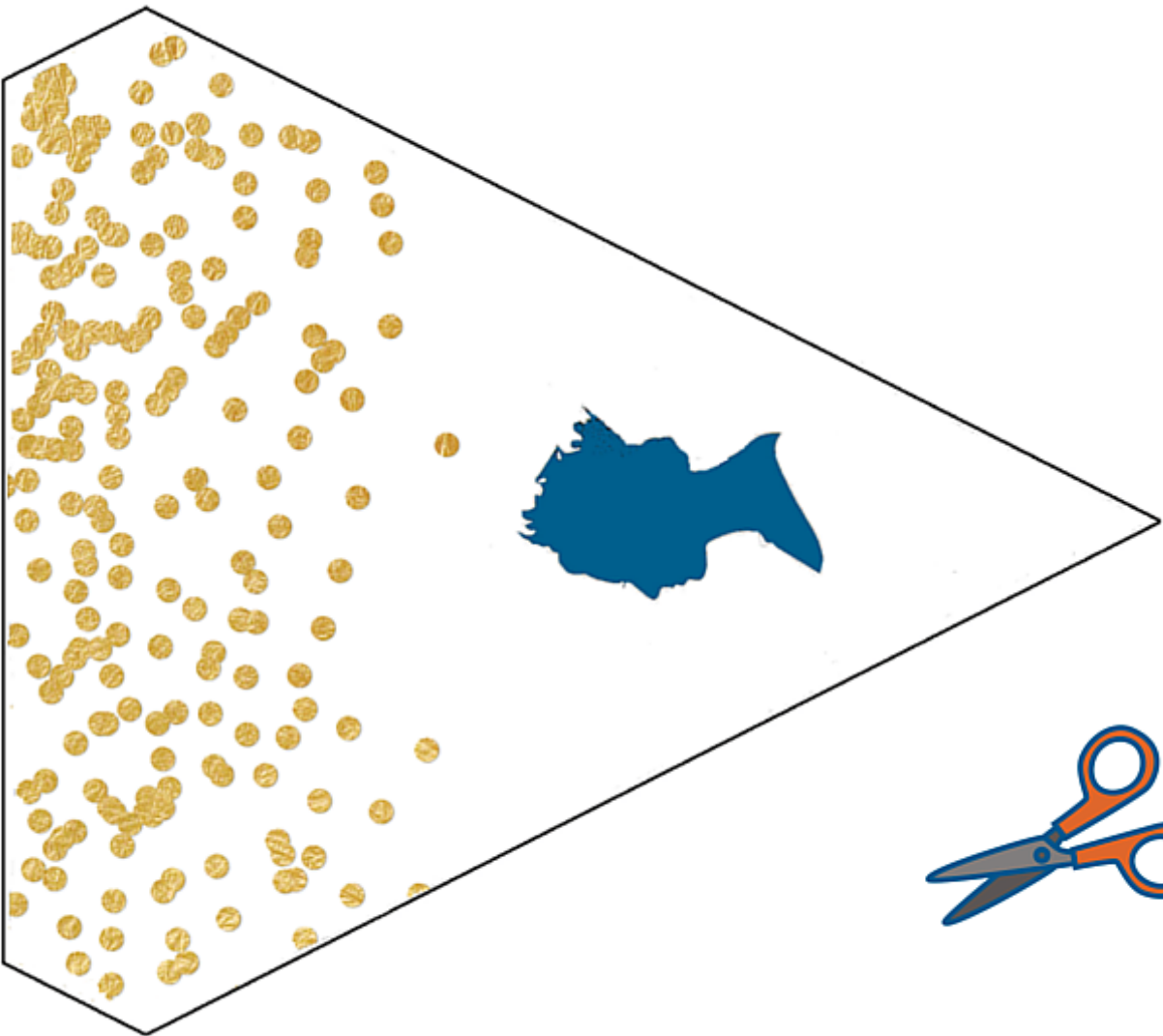
FREE ENTRY

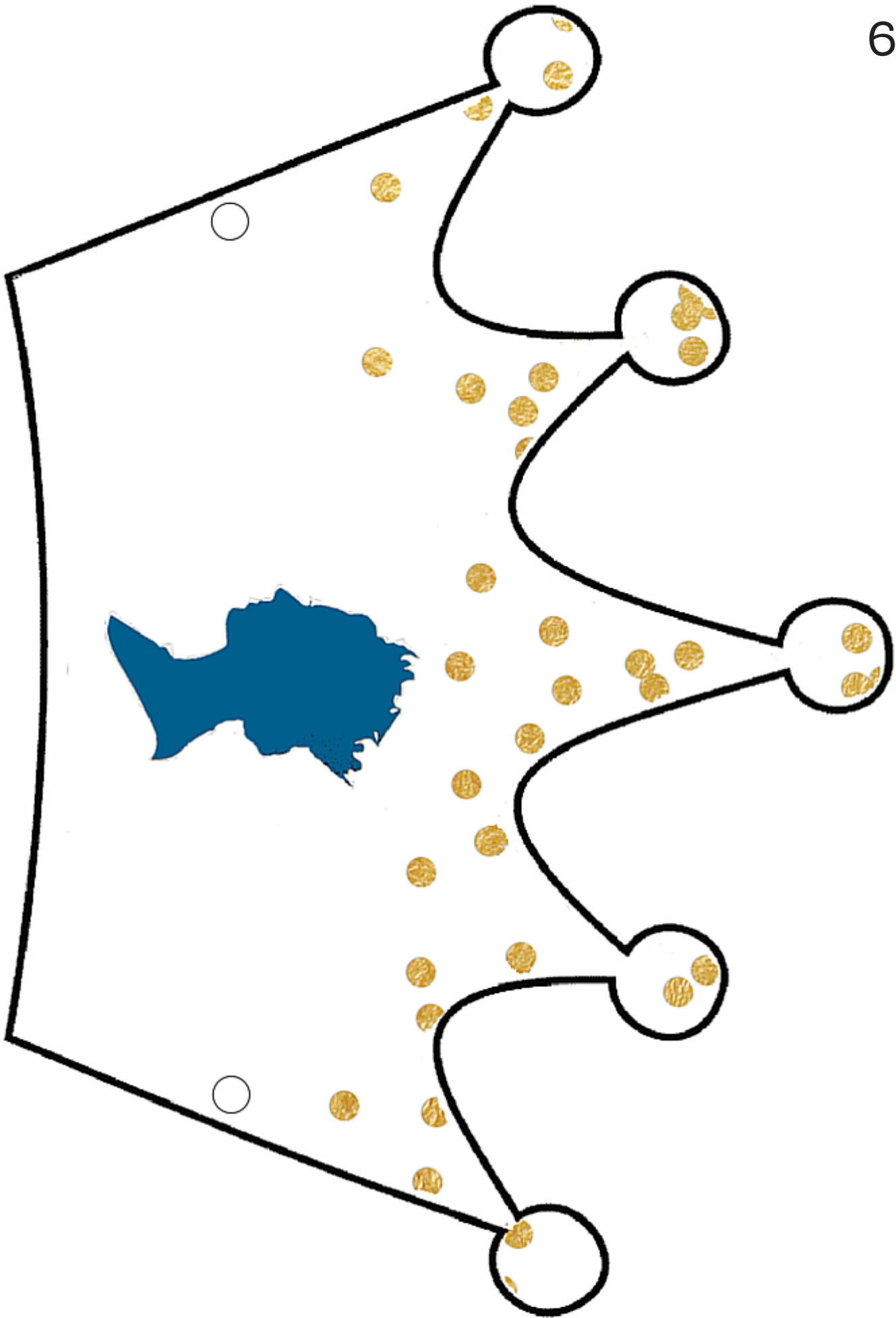


SEEUOTHERE!

From:

Till:





Queen's Birthday Party Planning Sheet



Action	Who	Time



Budget Sheet

I N C O M E				E X P E N D I T U R E										
Date	Received from	Description	Amount	Date	Paid to	Ref	Purpose	Amount						
TOTAL INCOME RECEIVED				TOTAL EXPENSES PAID										

Barnet Homes Performance Advisory Group

First Time Access Fund

2016/17 Application Form

Please email your completed application form to getinvolved@barnethomes.org

You may wish to discuss the outline of your project with a member of staff from Barnet Homes for some initial feedback before submitting your application. **Before completing this form please ensure you have read the funding guidance notes and criteria.**

About your group/organisation

Name of your Group:	
Main contact:	
Position in group:	
Address:	
Postal code:	
Email address of main contact:	
Main telephone number:	
Borough ward:	

Applications should be submitted between the following periods.

2016/17 Dates

- Round 1** 1 April to 25 May (*grants awarded in June*)
- Round 2** 1 July to 27 August (*grants awarded in September*)
- Round 3** 1 October to 27 November (*grants awarded in December*)
- Round 4** 4 January 2016 to 29 February 2017 (*grants awarded in March*)

Late applications will be rejected and may be asked to re-submit their application in the next available round.

About your project

Project Title <i>Give your project a short title so it can be easily identified (Max 10 words)</i>
Project Summary. <i>Please describe your project and what it seeks to achieve (include the aims of the project and where it will take place) (No more than 150 words):</i>
Which priority does this project address & how does it meet the funding criteria?
What is the focus of your project? (Please tick all that may apply).

Culture and recreation (<i>e.g. art, sport, music, history</i>)	
The environment (<i>e.g. green initiatives, clean-ups, green spaces, wildlife</i>)	
Community facilities (<i>e.g. building maintenance, playgrounds</i>)	
Community cohesion and engagement (<i>community event</i>)	
Social activities (<i>e.g. fun days, bingo, lunch clubs</i>)	
Health & wellbeing including personal and social development	
Unemployment	
Financial hardship	
Training and education	
Community safety (<i>e.g. crime, anti social behaviour, safety initiatives</i>)	
Other (please specify)	

The local community

Children, parents and families	
Young people	
Older people	
Minority ethnic groups	
Low income groups	
People with disabilities or learning difficulties	
The whole community	
Other (please specify)	

Who are the main beneficiaries? (Please tick all that apply).

How many people will be involved in organising and running the project?

--

What is the start date for the project and when will it be completed by? <i>Is the timetable for the delivery this realistic?</i>	
Start date:	End date <i>(must be before end of February 2016)</i>

Project Budget

Total project budget	£
How much are you applying for? maximum £500	£
Breakdown by cost activity:	
Item	Cost £
Total	£

Payment of Grant – Bank Details

If your application is successful the grant will **only** be paid into a constituted groups account. If you are applying as a non-constituted group alternative arrangements will be made on an individual basis on how the grant payment will be made.

Are you a constituted group with its own bank account?

Yes	
-----	--

No	<i>Alternative payment arrangements to be made</i>
----	--

If yes please provide bank account details

Name of Bank

Account Number

Sort Code

Full Address

.....

.....

Undertaking

We (the named signatories below) declare that the information given in this grant application and accompanying documents are accurate and understand that the information provided will be stored electronically and will be subject to the provisions of the Data Protection Act 1998.

By signing this privacy statement I/we give Barnet Homes permission to use my/our information in accordance with this privacy statement. The full Barnet Homes privacy policy can be found at www.barnethomes.org/privacypolicy

First signatory (lead person)

Name

Position in organisation

Telephone number

Email

Signed Date.....

Second signatory (another member of group)

Name

Position in organisation

Telephone number

Email

Signed Date.....

Please email your completed application form to getinvolved@barnethomes.org

For officers use only

Date application received

Date application checked

Date reviewed by panel

Application successful Yes/No

Date approved