

Toyota Manufacturing UK Charitable Trust Member Grant Scheme

The aim of the Member Grant Scheme is to engage with our members, encourage their contribution to their local community and reward their involvement.

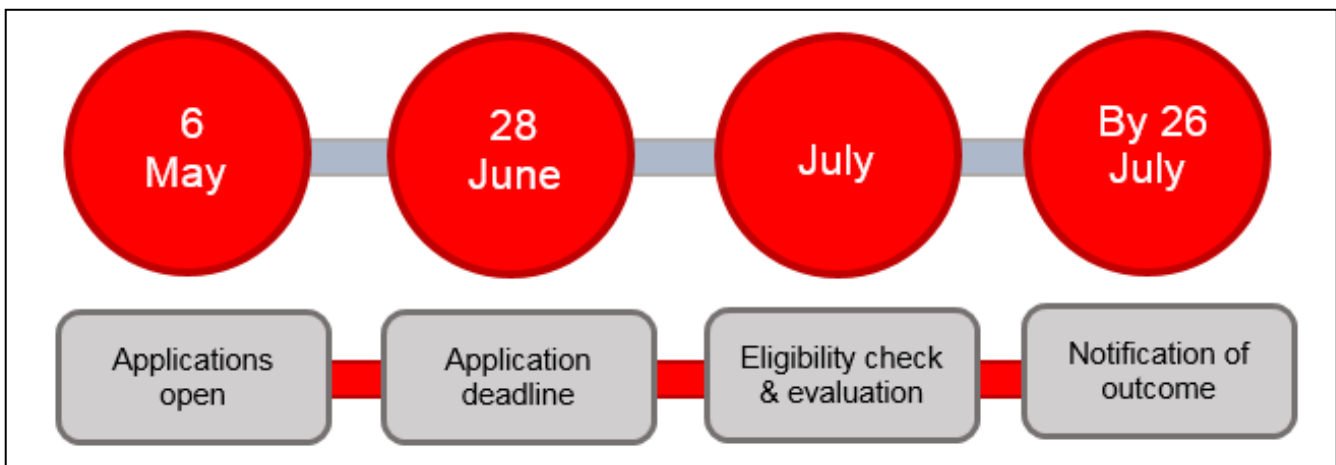
Grants are available to charitable organisations where a member **holds a recognised role**. A representative from the charity, e.g. Secretary, Committee Member or Trustee, must describe the role held in the section headed "Toyota Manufacturing UK member details" on page 6 of the application form. Please note, this does not include general fundraising or parent support.

Typically grants range from £100.00-£3,000.00, with a maximum award of £5,000.00 available for extraordinary projects. Donations for sports equipment will be capped to around £2,000.00.

Applications to the Trust must be completed in full and include a copy of your latest annual accounts. Supplementary information is welcomed.

Before completing the application, please review your eligibility. We will only evaluate applications which fulfil **all** eligibility criteria.

Timescale:



Cheques will be issued in August 2019.

If you have any queries regarding the Member Grant Scheme, please call Julie Langley, Corporate Planning & External Affairs on 01332 283611.

Application Flow

1. The member initiates the application with their charity.
2. The charity completes the application form and signs the section confirming the member's role.
3. Both the member and the charity sign the application form.
4. Submit the form to Julie Langley in Corporate Planning & External Affairs.

ELIGIBILITY TO APPLY FOR A MEMBER GRANT

As part of the eligibility criteria, members must have worked at TMUK for a minimum of one year at the time of application, either as a permanent TMUK member or as a Blue Arrow member.

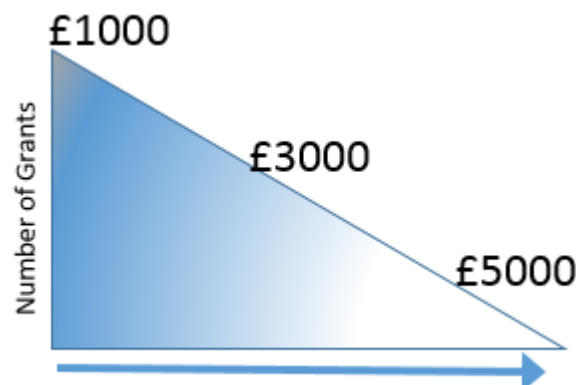
We are proud to support:

- Charities where the member has an active involvement with the charity, i.e. the member holds a recognised role within the charity.
- Charities who have been registered with the Charity Commission for a minimum of one year.
- Charitable organisations with an income less than £5,000 per year who are not required to register with the Charity Commission.
- Grants benefitting people local to where the member lives.
- Projects with the capacity to deliver significant impact and reach the greatest number of people.

Unfortunately, we currently do not support:

- Profit making organisations or those projects for which there is a legal statutory obligation.
- Activity for which funds are requested to promote a political party/view.
- Activity for which funds are requested to promote a single religion/view.
- Overseas beneficiaries.
- Organisations who have been established less than 12 months.
- Charities seeking funds to redistribute to other charities.
- Organisations who decline to acknowledge or recognise the involvement of the Trust.
- Mainstream education establishments (state or private).
- Organisations who have received funding from the Toyota Manufacturing UK Charitable Trust two years in succession (in 2017 & 2018).

Maximum grants of £5,000.00 will only be awarded in exceptional circumstances for extraordinarily high impact projects. Requests for sports equipment/kit will be capped at £2,000.00



TOYOTA MANUFACTURING UK CHARITABLE TRUST
MEMBER GRANT APPLICATION

The charity should complete the following information. Please ensure that the application is fully completed. Sparsely completed applications will be returned.

Name of organisation:

Address of organisation:

Telephone number:

Contact name & Position:

Contact address (if different from above):

Email address:

Contact telephone number: (if different from above)

We would like to understand a little more about your organisation:

Date Established:

Registered Charity/CASC Number:

Website Address: (if applicable)

How are you funded:

What are the main aims/objectives of your organisation:

What are the main activities to meet these objectives:

What are your targets for 2019:

How many people do you employ:

How many people are within your voluntary network:

Who runs your organisation?

Please give details of committees/groups along names of those who will be responsible for the grant?

What is the total amount requested?

£

Please give a detailed financial (£) breakdown of how this amount will be spent – continue overleaf if necessary:

Please detail all the individual items you intend to purchase along with individual cost:

Please tell us more about the expected outcome of the project/activity, how many people will benefit & where are they located:

How will this impact the wider community:

How will your organisation benefit longer term:

Has Toyota Manufacturing UK previously supported your organisation?

(If yes, please give details below)

Date	Detail of Donation/Support	Amount/Item
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Toyota Manufacturing UK Member Details

Name of employee: _____ Ext. No. _____ Located: Burnaston/Deeside (please circle)

Member number: _____

Home Tele number: _____

Mobile number: _____

Home address: _____

Group code: _____

Group Leader: _____

Connection/involvement with the organisation **(to be completed by a representative from the Charity)**.

Your title and explanation of your role:

Time committed by our employee per month:

If more than one member is involved with this organisation, please detail in "Additional Information" below.

Requested Information

- To support your application, please attach any information that you feel may be beneficial.
- Please also attach the latest copy of your annual report and accounts.
- Please attach quotes detailing the items to be purchased.

Tick the box above to confirm the documents are attached. **Please be aware that incomplete applications or applications without copies of the above documents will not be progressed.**

A PR opportunity may subsequently be requested with individual charities. Please specify any restrictions may apply to this request:-

Should your application be successful, please detail below to whom the cheque should be made payable.

Cheque Payee: _____

Note: Cheques cannot be made payable to individuals.

DECLARATION AND SIGNATURE

As part of our application, I understand and commit that, if successful, our organisation can:-

- Bank the cheque within one month.
- Submit an impact report to the Trust (to be issued if your application is successful).
- The grant will only be used to fund the items/activity detailed in this application.
- Once the project is complete, we will email the Trust a photograph to confirm completion.
- We understand that a photo opportunity may be required.

Please note:

Organisations unable to comply with the above should not apply.

I certify, to the best of my knowledge, that the information in this application is correct and complete.

Signed (Member):

Print Name:

Signed (Charity):

Print Name:

Date:

Please return by 28th June 2019 to:-

Julie Langley
Corporate Planning & External Affairs
Toyota Motor Manufacturing (UK) Ltd
Burnaston
Derbyshire
DE1 9TA

Website Address: www.toyotauk.com