

First Aberdeen Community Involvement Programme Application form

Application notes:

Please read this page prior to completing your application.

The Committee provides one-off donations up to the value of £1000 to local projects that fall into our charitable criteria:

- ✓ Health
- ✓ Young People
- ✓ The Environment
- ✓ Community Events and Programmes

Unfortunately we cannot consider applications that do not meet these criteria and also any causes that fall into our exclusion list below:

- X Political parties or bodies
- X Promotion of religious beliefs
- X Third-Party giving organisations
- X Projects solely funded from local or central government
- X The Arts (unless the donation provides direct support to one of our criteria)
- X Animal Welfare
- X Research projects that are not directly associated with the needs of the business.

External applications must be supported in the form of a letter from a First Aberdeen employee.

Please return your completed PDF to believeincommunity@firstgroup.com or post it to:

First Aberdeen
Community Involvement Programme
395 King Street
Aberdeen
AB24 5RP

Terms and Conditions

Applications may take up to 6-10 weeks to process, therefore please ensure your application is submitted in advance of your required financial commitment or activity date.

We do not accept letters or emails requesting support, all requests must be submitted via our online or pdf application form.

The Committee receives a large volume of applications each month; unfortunately we are unable to support all causes. Any decision made by the Committee with regard to applications is final and we will not, under any circumstances, enter into any discussion with an applicant regarding any such decision.

We do not accept applications for funding over £1000 and all applications must state an exact amount.

External applications will not be considered unless they are supported in the form of a letter or email from a First Aberdeen employee.

'External' applies to individuals not employed by First and charities and community organisations.

1. Your Details

Title: Surname: * Forename: *

Street Address: *

Town/City: * Postcode: *

Contact telephone: * Email:

2. Tell us about the applicant

Are you an employee of First Aberdeen? *

Yes

Please specify:

Which operating company you work for

Your payroll number

(this can be found on your payslip)

No

Are you applying as an:

Individual

Charity

Third Party Organisation

It is our policy that all applications made from external parties i.e. not employed by First, must be accompanied by a letter or email of support from a First employee. This is not to exclude any organisations but to ensure we are building relationships between our staff and customers.

Please provide details of the First employee supporting your application:

Name: *

Payroll number: *

Job Title: *

Telephone number:

Email:

External Applications can only be processed with a relevant supporting letter or email.

3. Have you applied to the Committee successfully or unsuccessfully in the past? *

Yes -
Unsuccessful

Date of application:

(dd/mm/yy)

Yes -
Successful

Date of application:

(dd/mm/yy)

Amount Allocated:

(pounds)

No

4. Tell us about the beneficiary or cause you would like us to support

Organisation name:*

Contact name:*

Contact position:*

What are the main objectives of the organisation and who are the main beneficiaries?*

Question 4 continued...

Does your request/organisation bring benefit to any of the following:*

Health

Young people

The environment

Community Events and Programmes

Please provide details to support your answer*

What will you achieve from our donation and how will it be spent?*

Please state start and end dates and any key milestones of the project.*

What other financial support, if any, has been requested/received?*

5. About the funding.

Amount requested:* £ (NOTE: we cannot accept requests for over £1000)

Total cost of project £

6. Payment *

If you application is successful there are three ways in which we can donate to your cause:

Bank Transfer

Bank name:

Account name:

Account number:

Sort Code:

Please note we do not pay into personal bank accounts

Cheque

Make payable to:

Please note we do not pay into personal bank accounts

7. How did you hear about our Community Involvement Programme? *

Poster

First employee

Website

Other:

8. Publicity

By applying to the Committee you are giving your consent to participate in any publicity associated with your application, if you do not wish to participate please tick here:

9. Signature *

Please state your name and the date to confirm that, to the best of your knowledge and belief, all the information in the application form is true and correct. The person signing the form must be the contact names on page 1 of this form.

Name:

Date:

N.B. please ensure that you have completed all the compulsory questions marked * before submitting your application.