

**HAWICK COMMON GOOD FUND  
APPLICATION FOR FINANCIAL ASSISTANCE**

<p><u>Applicant Details</u> Name and Address of Applicant/Organisation:</p> <p>Telephone No:</p> <p>Email:</p>	<p>The Heart of Hawick Children's Book Award</p> <p>Susan Scott (Committee Member)</p>
<p>Address to which payment should be made:</p>	<p>As above</p>
<p><u>Activities</u> Please supply a brief description of the activities of your organisation and the benefits it brings to the local community:</p>	<p>We aim to get children all over Hawick reading books. The Committee contact new authors and read many books to then create a shortlist to present to schools. We donate copies to every school along with a pack for teachers to guide them through the process. Children read, review and vote on a favourite book. The winners are invited to an awards ceremony in May to meet the authors. We also use this time to showcase the town of Hawick to our visiting authors, who often stay in local B&amp;B when visiting.</p>
<p><u>Assistance Requested</u> Please indicate the sum requested and the purpose for which it will be used:</p>	<p>We are requesting £2000, this will be used to purchase sets of books to donate to school – 2 per school, although this year schools appear to be very limited in budget to purchase extra sets so this money would help them involve more classes. This is our 10<sup>th</sup> anniversary and we hope to host as many authors as possible at an inspiring awards ceremony. (author expenses/prizes/lunch at awards for visitors)</p>
<p>When will the donation be required:</p>	<p>As soon as possible, but we can wait until March if required.</p>
<p>If this is a one-off project then please give the following details –</p> <p>Date (s):</p> <p>Estimated total cost:</p> <p>Funds already raised by applicant's own efforts:</p> <p>Funds raised or expected to be raised from other sources (please state sources):</p>	<p>This is an annual event, in our 10<sup>th</sup> year. We are hoping it will continue for many years, alongside such as the First Minister's Reading Challenge which is currently running across Scotland. We will publicise our success. Schools are of course tight on budget and some have indicated they may not be able to be part of the project, this money will help us look to the future.</p> <p>We have £100 in sponsors currently confirmed for this year, but will be approaching local businesses.</p> <p>In April we raised just over £296 by bag packing. We also plan to run a coffee morning in January.</p> <p>Hawick Pantomime Group have donated £250 to us.</p>

<p><u>Other information</u> If you have other information which you feel is relevant to this application please provide details including details of any previous assistance given:</p>	<p>The Committee is currently changing with some new members keen to keep this project running in to the future, reaching the 10<sup>th</sup> year has been tricky but rewarding. A large amount of funding such as this will give the committee the time to keep raising our own funds, whilst still being able to look forward to the next year.</p>
<p><u>Equal Opportunities</u> State how you take account of equal opportunities legislation by including all sections of the community (include child protection, vulnerable adult legislation if relevant, disability, promotion of equality of access to services irrespective of race, gender, age sexual orientation, religious or political beliefs)</p>	<p>All children aged 4-12 will be included in this project, irrespective of race, gender, religious beliefs. The project will be carried out by a committee of adults from all sections of the community and by teachers/support staff/library staff employed by Scottish Borders Council, insuring full procedures are consistently followed to protect and nurture staff and pupils.</p>
<p><u>Declaration</u> I hereby make application for assistance as set out above and certify that the information I have provided is accurate</p> <p>Signed: Susan Scott</p> <p>Position Held: Committee Member (to be confirmed as new treasurer)</p> <p>Date: 2<sup>nd</sup> Nov 2016</p>	
<p><b>Note: All applications from organisations MUST be accompanied by a copy of the latest audited accounts. Following the event/project the evaluation form must be completed and returned.</b></p>	
<p>This completed form, accounts and any supporting details should be submitted to Judith Turnbull Democratic Services Officer, Scottish Borders Council, Council Headquarters, Newtown St Boswells, TD6 0SA. Telephone 01835 826556</p>	

# HEART OF HAWICK BOOK AWARD

## ACCOUNTS FOR THE YEAR TO 30 JUNE 2016

	2016 £	2016 £	2015 £	2015 £
<b>INCOME</b>				
Grant Income	0.00		2,000.00	
Sponsorship	950.00		1,360.00	
Fund Raising and Donations	428.31		50.00	
	<u>          </u>	1,378.31	<u>          </u>	3,410.00
<b>EXPENDITURE</b>				
Books Awards	587.22		621.80	
Author Events	300.00		350.00	
Award Payments	600.00		600.00	
Author Travel expenses	247.75		328.65	
Stationery and Postage	0.00		0.00	
Printing	570.22		577.72	
Event Gifts	48.00		40.00	
Catering & Photography	60.00		50.00	
Website	30.00		0.00	
Signs & Design Work	0.00	2,443.19	0.00	2,568.17
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
(Deficit)/Surplus for year		- <u>1,064.88</u>		<u>841.83</u>
Cash at Bank at 1 July 2015		2,174.91		1,333.08
Add (Deficit)/Surplus for year		- 1,064.88		841.83
Cash at Bank 30 June 2016		<u>1,110.03</u>		<u>2,174.91</u>

I have reviewed the Accounts of the Heart of Hawick Book Award for the year ended 30 June 2016 and have found them to be correct and in accordance with the vouchers and information supplied to me.  
Susan Scott 30.10.16

