### **Sheffield Business Together – Charity / Community Request for support Form**

Sheffield Businesses Together (SBT) is a business led forum that aims to strategically connect all sectors (public, private, voluntary) to harness their combined resources to be a powerful force for good in the city.

**Help us connect you to the right business by making a clear request for support.**

You must be a community based, not-for-profit group working for the social and economic regeneration of your local area in order to get support from Sheffield Business Together

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Your Details** | | | | | |
| Name of Charity | | | |  | |
| Address  Post code | | | |  | |
| Name and Position | | | |  | |
| Contact Number | | | |  | |
| Email Address | | | |  | |
| Website | | | |  | |
| Legal structure | Charity or CIO Y/N | Charity number |  | | Other |

|  |
| --- |
| **Please provide some background information about your charity / community organisation** |
|  |

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Request for Professional Project Support** | | | | | | | | | | |
| Professional support  (Pro-bono expertise) |  | Mentoring |  | Team challenge |  | Fundraising / Sponsorship |  | Resources e.g. Office equipment |  |
| Please give as much detail as possible of the service(s) you need. | | | | | | | | | | |
| What outcome are you hoping to achieve if you receive this help? | | | | | | | | | | |
| Are there any deadlines/key dates that need to be met in respect of this request (e.g. - submission of application for funding)?  Yes / No - Please explain…. | | | | | | | | | | |
| How will your organisation benefit from the support you have requested? | | | | | | | | | | |
| Has your CEO / management committee authorised you to make this application on behalf of your organisation?  Yes / No - Please explain… | | | | | | | | | | |
| The following documentation may be asked for later to support of your application:   * Governing Document (Constitution or Memorandum & Articles of Association) * Most recent accounts * Most recent Annual Report * Business Plan, Equal Opportunities Policy and/or other policy documents * Structure chart of organisation   **Please do not send with this application - we will contact you if we need them.** | | | | | | | | | | |

**Declaration**

* I understand that the details provided on the application form may be forwarded to members of Sheffield Business Together for consideration.
* I confirm that the details given are accurate and reflect our current position.
* It is also understood that this application does not form part of any contract to provide services. In the event a successful brokerage opportunity is found, any contract is solely between my organisation and the business / businesses involved
* I am happy for Voluntary Action Sheffield, as the legal entity for Sheffield Business Together to contact me by email

|  |  |
| --- | --- |
| Title & full name |  |
| Job title |  |
| Signature |  |
| Date |  |