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| **SFR Number** Allocated by CBFC Secretariat upon receipt  | FY20XX |
| **Application Details**Please refer to the BCS Financial Guidelines regarding use of groups budget. Further guidance can be sought from your dedicated community coordinator |
| Community Group Name |  |
| Date of submission to community team |  |
| Submitter contact details including email and phone  | This should be the group’s Treasurer  |
| The earliest date that the funds will be required to be available. \*\* A minimum of 6 weeks’ notice is required by the CBFC to allow discussionUnused funds will be automatically returned to the central allocation budget after a 3-month period from either date of awarding or the date event whichever is applicable.  | DD/MM/YY |
| **Application Statement** Full details and supporting information for the application must be included at time of submission. Failure to do so may result in a delay decision by the CBFC Acceptable supporting information * Links to websites
* Evidence where BCS funds have been used previously for the same purpose (sponsorship or events)
* Feedback reports
* Project plans
* Alternative relating sponsorship packages

Please contact your dedicated Community Coordinator for any queries or advice |  |
| **Sponsorship Information**Please provide full details of the sponsorship package being requested and any alternative packages available for comparison relating to the sponsorship if applicable. Please note that the groups should **NOT** enter any agreement until a decision has been made on this submission. If the application is successful, no documentation relating to this application can be signed by volunteers, please forward to groups@bcs.uk  |
| Please describe the benefits and content of awarding this sponsorship package, visibility, promotion, advertising etc |  |
| **BCS Strategy**Please indicate how your application aligns with the four strategic pillars: Making IT good for society  |
| ProgressionWe need to make sure we all have equal opportunities to progress in our careers and to work together to get the very best talent up the ladder. |  |
| MembershipWe know our members will want to invite others to BCS who should be recognised in the profession and connect with the existing BCS membership. |  |
| InspirationWe want you to help us to inspire others to get into the profession and to reignite the spark for those already in our industry. |  |
| InfluenceWe aim to influence decision-making for our industry at the highest level, both nationally and internationally, across all sectors. |  |
| **Financial Details** |
| Total Amount of funds requested (Including VAT)  | £ |
| Individual £ breakdown of **all** elements of application (including VAT @20%) Please refer to the BCS Financial Guidelines. Further guidance can be sought from your dedicated community coordinator  | £ |
| Groups Current confirmed budget balance  | £ |
| Is there any other funding other than central budget available?  | £ |
| Was this expenditure listed in the appropriate FY budget submission? |  |
| If not, please indicate the reason why  |  |
| BCS Coordinator statement  |  |
| **CBFC Secretariat Notes**  |  |
| Date received  |  |
| Meeting Notes/Actions |  |