

Applications must come in via the appropriate officer. Contact Campaign Fund officers for advice

Include VAT if required

### Important information

All branch bids must be sent to the regional secretary. Regional bids, including self-organised and service groups, must be sent to the national Campaign Fund Committee with a covering note from the regional secretary. Expenditure incurred in advance of the approval of an application will not be reimbursed and applications MUST NOT be retrospective. If a branch or region is facing a tight timetable, then early discussions with national or regional officers must take place otherwise the application may not be approved. The Committee will not provide funding for the sponsorship of events. Applications must not contain requests for staffing posts. Whilst the Campaign Fund Committee may consult with other committees and officers the final decision on Campaign Fund matters rests with the Campaign Fund Committee.

## UNISON Campaign Fund Application form

Region

Service group

Branch

Head office department

External organisation

Title of request / project

When it is taking place?

Amount requested

Contact name

Address



Postcode

Telephone

Email

### In the event that the application for funding is approved, provide payee information

Please note some activities may be paid through an invoicing system

Bank name

Account name

Account number

Sort code

### Campaign fund by-line

An acknowledgement of support from the Fund must be carried prominently on any material produced.

### Funded by UNISON's Campaign Fund

For further assistance on completing this form please contact:

#### David Arnold

Policy Officer

☎ 020 7121 5529

✉ d.arnold@unison.co.uk

#### Maria Francis

Campaign Fund Organising Assistant

☎ 020 7121 5250

✉ m.francis@unison.co.uk

### Evaluation

All successful applications to provide us with a completed evaluation form (available on UNISON website). Please send to Maria Francis by post or email m.francis@unison.co.uk

### Outcomes

If the Committee approves the application please provide copies of any adverts, reports, publications, publicity material. Please send to Maria Francis, UNISON Centre, 130 Euston Road, London, NW1 2AY

# UNISON Campaign Fund Application form

## Reason for application and details

Please ensure that all text included in this section can be viewed when the form is printed off. Additional information can be attached in a separate document.

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## **UNISON Campaign Fund Application form**

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Include any deadlines

**Timetable for event or activity**

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Set out full details of costings obtained on proposed activity, include copies of estimates you have obtained with your application

**Costings**

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Include the intended outcome of your activities

**Specify the target audience for your project**

# UNISON Campaign Fund

## Application form

Applications will be considered in view of the NEC's priorities and objectives

**Why is this project important for the union?**

**What contribution will the branch or region make to the project?**

**Do you have any other sources of funding for the project, what contribution will they make?**

# UNISON Campaign Fund

## Application form

**Are there other committees working on these matters?**

Are there other committees within UNISON or other organisations that have been working on these matters to your knowledge and have you been in contact with them? (eg. your service group)

**What contact has been made with UNISON professional staff?**

UNISON has professional staff available to provide advice eg. Communications – in respect of campaign materials and the policy unit for research purposes. If the application includes production of publicity material, you must speak to a member of the communications team

**How do you intend to maximise recruitment potential?**

If Campaign Fund funding is towards a unison presence at an event it is essential that we maximise our recruitment potential. Please indicate how you plan to do this

Please ensure the application is completed on both email and hard copy. This form should be submitted to the regional secretary for forwarding to the general political fund committee

## UNISON Campaign Fund Application form

▶ Please send two copies of the application form, one by email and a signed hard copy

Signed

Name

Date

Position in branch/region

✉ Please send the application to:

**David Arnold**  
**Campaign Fund National Officer**  
**UNISON Centre**  
**130 Euston Road**  
**London NW1 2AY**

▶ For use in branch applications to regions

All applications, no matter what the amount, if above £5,000 please indicate if the region is supportive

Date received by region

Date considered by region

Approved by region: YES/NO

Regional comments

Signed

**Regional Secretary**  
(or designated signatory)

Signed

**Regional Convenor**  
(or designated signatory)