

«Title»
«Position»
«Organisation»
«Address1»
«Address2»
«City»
«State»
«PostalCode»

Paul Wenham
Deputy Chief Executive

When calling please ask for: «link_officer»

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Date: 29 February 2008

Dear «salutation»

SPONSORED ORGANISATION SCHEME

Following your application for funding from the Sponsored Organisation Scheme, the Council is pleased to offer «Organisation» a grant of £«Grant_» for the financial year 1 April 2008 to 31 March 2009. In considering the applications, Waverley's Councillors recorded their appreciation of the work that all the sponsored organisations do in the Borough.

The grant is offered on the basis that a partnership agreement is prepared and agreed by both organisations. This will detail how the grant will be used and the key outcomes for the year.

The Council is pleased that it has been able to pay the grant to your organisation, despite Waverley only receiving a 1% increase in Government grant. The Government has also advised Waverley that the increase will be only 0.5% in each of the next two years. This, together with other budget pressures, will make for very challenging budgets in the years to come.

The Council very much hope therefore, that when you apply for a grant for the next financial year you will have identified other sources of income and had a close look at your reserves policy so that your application can be at a level no higher than this year, and preferably lower. Officers shall be happy to work with you to see how this may be achieved. Clearly, Waverley's grants are not intended to enable Sponsored Organisations to add to their reserves.

Officers shall also be working with you to ensure that the outcomes you offer are fully in line with Waverley's own objectives in the Council's Corporate Plan which underpin the criteria in the Sponsored Organisation application. I hope this advance notice enables «Organisation» and the Council to work together through the difficult financial times ahead, to avoid any "emergency" action at the last minute.

Please contact your link officer, «link_officer» on telephone number «Telephone» to discuss the partnership agreement and the grant payment details.

ANNEXE 2

I have copied, where relevant, this letter to the Council representative on your organisation.

Yours sincerely

Paul Wenham
Deputy Chief Executive

Comms/exec/2008-09/125