

APPENDIX A

ASMC

ASSOCIATION OF SENIOR MUSLIM CITIZENS
C/O Harrow Council For Racial Equality
64 Pinned Road Harrow Middlesex HA1 4HZ
Telephone 020 8427 9355 Fax no 020 8723 7524



5th June 2003

Mr. Zach Stavrinos,
Grant Officer,
Corporate Policy & Resources,
P.O.Box 57, Civic Centre,
Harrow Middlesex HA1 2XF

Dear Mr. Stavrinos

Further to our telephone conversation I enclose herewith community premises application forms duly completed for your consideration. However I would like to inform you that we are in the early stages of setting up of our association, our financial resources are restricted to the nominal membership fee we charge to our members. We are therefore urgently in need of financial assistance(interim grant), until next grant year 2004-2005, to meet the initial setting up costs and to cover our day to day running expenses as per enclosed expenditure projections.

I would greatly appreciate for your urgent consideration for grant of accommodation in the community premises and immediate financial assistance. Please let us have grant application forms for next year at an early date.

Look forward to hearing from you,

Yours sincerely

A handwritten signature in black ink, appearing to read "Azmat Ali".

Azmat Ali
General Secretary

COMMUNITY PREMISES

CONTACT DETAILS FOR USER ORGANISATIONS 2003/04

Please note that the details of your main contact person may be made available to other voluntary and statutory organisations that are interested in the work of you organisation.

Name of Organisation

Name of main contact

Title	First Name	Surname
MR	AZMAT	ALI

Post held in organisation

Correspondence address

Contact telephone nos.

Daytime <input type="text" value="020 8427-9355"/>	Evening <input type="text" value="020 8933-9558"/>	Mobile <input type="text"/>
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E-mail address Fax no.

Chairperson's details

Title	First Name	Surname
MR	ABDUL HAMID	SHEIKH

Home address

Contact telephone nos.

Daytime <input type="text" value="020 8723-0385"/>	Evening <input type="text" value="020 8723-0385"/>	Mobile <input type="text"/>
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Secretary's details

Title	First Name	Surname
MR	AZMAT	ALI

Home address

Contact telephone nos.

Daytime <input type="text" value="020 8427-9355"/>	Evening <input type="text" value="020 8933-9558"/>	Mobile <input type="text" value="-"/>
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	Title	First Name	Surname
Treasurer's details	MR	M. ALIM	SIDDIQUI

Home address

37 COURTFIELD AVENUE, HARROW MIDDX HA1 2JX

Contact telephone nos.	Daytime	Evening	Mobile
	020 8863-2316	020 8863-2316	-

Other committee members (please continue on a separate sheet if needed)

1.	MR ABDUL HAMID SHEIKH	
2.	MR AZMAT ALI	
3.	MR M. ALIM SIDDIQUI	
4.	MR M. ANJAZ AHMAD	
5.	MR TANASSUL H. SIDDIQUI	
6.	MR ABU SAUD	
7.	MR ASLAM KHAWATA	
8.	MR SYED BAHAUDDIN	
9.	MR A QAYUM SAITHNA	
10.	MR IRTIGA SHAIKH	

This form must be completed and returned to:

Charlotte Clark, Grants Officer, Corporate Policy & Resources, P.O. Box 57, Civic Centre,
Harrow, Middlesex. HA1 2XF.

LONDON BOROUGH OF HARROW
COMMUNITY PREMISES ACCOMMODATION
APPLICATION FORM FOR 2003/2004

NAME OF ORGANISATION

ASSOCIATION OF SENIOR MUSLIM CITIZENS

Q1. Please indicate which type of accommodation you require (please tick box)

Individual office

Designated desk

Casual user

Q2. If you are applying for different accommodation than you currently occupy, please give your reasons

N/A

Q3. How do you propose to use the accommodation you have requested?

(Give details of proposed days/ hours – number of staff/ volunteers using the premises and management committee meetings.)

TWICE A WEEK MONDAY 10-12 AM

THURSDAY 12-2 PM

AND AS AND WHEN REQUIRED

MANAGEMENT MEETINGS - ONCE A MONTH 2-3 HOURS.

Q4a. How will this accommodation benefit the development of your community?

The accommodation is necessary to have a meeting point with the Members of Muslim Community. We will be able to sit down with the Members and discuss their problems & difficulties and find solutions and also direct them to the right places. At this moment there is no organization taking care of Seniors Muslim citizens.

Q4b. If you are currently permitted to use the premises please describe what benefit this has provided to your community.

No accommodation is provided.

Q5. Does your organisation use any other accommodation owned by the London Borough of Harrow? If so, provide details.

NO

Q6. Please give a breakdown of the total costs of your services or activity.

	Actual 2001/ 2002	Original estimate 2002/2003	Current estimate 2002/2003	Projected budget 2003/ 2004
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INCOME

L.B. Harrow funding				
London Borough Grants				
Other Local Authorities				
Joint Finance funding (Brent & Harrow)				
Local distribution bodies				
Central Government funding				
Charities, trusts or companies				
Fundraising				
Fees charged				
Subscriptions or membership fees				
Investment interest				
Other (please provide details below)				
Total income				

EXPENDITURE

(in Col. A please tick the items you are asking the Council to fund)

Salaries, wages, other fees

Travel and subsistence expenses

Training

Rent

Telephone

General running expenses

Project or service expenditure

Other (please provide details below)

A

Total expenditure

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Project surplus/(deficit)

(Total income – total expenditure)

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If you have included income or expenditure as "Other", please provide details:

AS PER ENCLOSED PROJECTIONS

Please enclose your accounts for 2001/2002 or your last full financial year (if you have not already provided these) and a copy of your latest financial statement for 2002/2003.

ASMC

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64 Pinner Road, Harrow Middlesex HA1 4HZ

Expenditure projections for the year 2003-2004

Printing and stationary	£ 600.00
Telephone-Fax-Postage	300.00
Travel and subsistence	300.00
General running expenses	500.00
Total	----- £1,700.00

Q7. Does your organisation wish to apply for grant funding for the rent of the accommodation?
(please tick box)

Yes

No

Q8. If you intend to apply for a rent subsidy, please explain why your organisation is unable to fundraise for this.

The financial resources of the association is restricted to a nominal membership fee of £3.00. However association once fully established and operational will seek voluntary donations; funding from other Societies with the help of the Council.

UNDERTAKING:

I declare to the best of my knowledge this form has been completed correctly.

NAME:

Armat Ali

SIGNATURE:

Armat Ali

POSITION HELD:

GENERAL SECRETARY

DATE:

05-06-2003

Community Premises Application for Accommodation Referees

We require the details of 2 referees that have worked with your group. This could be HAVS, HCRE or Council Officers

1st Referee

Name MR PREM PAWAR

Organisation HARROW COUNCIL FOR RACIAL EQUALITY

Position in Organisation DIRECTOR

Address 64 PINNER ROAD

HARROW, MIDDLESEX HA1 4HZ

Tel No. 020-8427-6504

2nd Referee

Name MR SAJED AHMAD

Organisation HARROW COUNCIL FOR RACIAL EQUALITY

Position in Organisation PROJECT CO-ORDINATOR

Address 64 PINNER ROAD

HARROW MIDDLESEX HA1 4HZ

Tel No. 020 8427-6504