

# HARROW MENCAP

4 Gordon Ave, Stanmore, Middx, HA7 3QD  
Telephone: 020 8954 8444 Fax: 020 8954 7415

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Zak Stavrinou  
Temporary Grants Officer  
London Borough of Harrow Chief Executives Dept  
PO Box 57  
Civic Centre  
Harrow  
Middlesex  
HA1



26 March 2004

Dear Zak,

Following our recent conversation this is just to confirm that we would, if possible, like to hold our street collections on Friday 25<sup>th</sup> June and Sunday 27<sup>th</sup> June as Saturday 26<sup>th</sup> is taken.

I enclose an amended photocopy of the form.

Sorry about the mix up!

Thanks for your help,

*Pam Russell*

Pam Russell  
Fundraiser

**LONDON BOROUGH OF HARROW  
APPLICATION TO HOLD A STREET COLLECTION IN 2004**

**PART 1 - ORGANISATIONAL DETAILS**

Name of Organisation

HARROW MENCAP

Name of main contact

Title

First Name

Surname

MRS

PAM

RUSSELL

Post held in organisation

FUNDRAISER

Correspondence address

4 GORDON AVENUE, STANMORE  
MIDDLESEX, HA7 3PD

Phone number day

0208 954 8444

Phone number evening

0208 991 1659

Which of the following best describes your organisation?

Voluntary organisation  
Registered charity - please  
give charity number:  
(this may be checked) ~~020 7489~~  
295263 ~~1900~~

A company limited by guarantee  
A club or association  
A consortium  
Other (please state)


Please describe your organisation's aims and objectives

To work with and represent people with learning disabilities to ensure their needs, rights and aspirations are met. We provide: Residential and supported living schemes, clubs (for example football and social clubs), an Activity centre, and an Asian Outreach Service among other things.

Which districts in the London Borough of Harrow does your organisation serve?

The whole borough

**PART 2 - DETAILS OF STREET COLLECTION TO BE HELD**

To which purpose do you intend to apply the money collected on this occasion?

The money will provide; funding for clubs (for example new clubs for children and teenagers with learning disabilities to play football, and for Asian children and teenagers to take part in cultural activities; holiday schemes; funding for ~~the~~ our Activity Centre; help towards providing housing for people with learning disabilities; support services for carers.

How many collectors do you intend to use on this occasion?

50

In which areas of the Borough will they be collecting?

St Annes and St Georges Centres Harrow, outside Debenhams in Harrow, Marks and Spencer in Pinner, Harrow Weald, Stanmae High Street

Do you intend to hold any other collections in the Borough in 20 04?

YES   
NO

If so, please state where and when:

**PART 3 - DETAILS OF PREVIOUS STREET COLLECTIONS**

When did your organisation last hold a street collection?

THIS IS OUR FIRST

How much was collected on that day?

How many collectors were used on that occasion?

To which purpose was the money collected on that occasion applied?

**PART 4 - OTHER INFORMATION**

Do you receive income from any other flag days? (National or London-wide)

YES	<input type="checkbox"/>
NO	<input checked="" type="checkbox"/>

If yes, please give details:

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Have you discussed street collections with any other Council officers?

YES	<input type="checkbox"/>
NO	<input checked="" type="checkbox"/>

If yes, please state their name and department:

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The Council is only authorised to sponsor eight applications in 2003 during the following periods:

23-28 February  
22-27 March  
21-26 June

2-27 August  
30 Aug.-4 September  
25 - 30 October

Please state your preferred collection date within one of these periods:  
(This must be at least 2 months from the date you submit this application)

21-26 ~~21-26~~ JUNE

This is National Learning Disability week so there will be a high profile in the press

Please note that, if your application is successful, every effort will be made to allocate your preferred collection date. However, if this date is not available, you will be offered another date within one of the above periods.

**UNDERTAKING**

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

Name	Signature
PAM RUSSELL	Pam Russell

Position held	Date
FUNDRAISER	27/11/2004

**LONDON BOROUGH OF HARROW  
APPLICATION TO HOLD A STREET COLLECTION IN 2004**

POLICY & STREET UNIT

29 MAR 2004

**PART 1 - ORGANISATIONAL DETAILS**

Name of Organisation

HARROW MULTIPLE SCLEROSIS THERAPY CENTRE

Name of main contact

Title

First Name

Surname

MRS

LYNN

HURST

Post held in organisation

ADMINISTRATOR

Correspondence address

HARROW SCHOOL FARM  
WATFORD ROAD  
HARROW HA1 3TS

Phone number day

0208 423 6268

Phone number evening

0208 421 2381

Which of the following best describes your organisation?

Voluntary organisation  
Registered charity - please  
give charity number:  
(this may be checked)

299525

A company limited by guarantee  
A club or association  
A consortium  
Other (please state)

<input checked="" type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

Please describe your organisation's aims and objectives

To provide treatment, advice, guidance, moral & practical support for persons suffering from Multiple Sclerosis. To provide support for carers, families & friends, to bring together people with MS & people interested in MS

Which districts in the London Borough of Harrow does your organisation serve?

All

**PART 2 - DETAILS OF STREET COLLECTION TO BE HELD**

To which purpose do you intend to apply the money collected on this occasion?

All monies collected go to the running costs of this MS Therapy Centre

How many collectors do you intend to use on this occasion?

30 +

In which areas of the Borough will they be collecting?

Central Harrow, Pinner, possibly Stanmore

Do you intend to hold any other collections in the Borough in 20 04?

YES  
NO

If so, please state where and when:

**PART 3 - DETAILS OF PREVIOUS STREET COLLECTIONS**

When did your organisation last hold a street collection?

6/9/03

How much was collected on that day?

£1586-86

How many collectors were used on that occasion?

25

To which purpose was the money collected on that occasion applied?

All money collected went to the running costs of this MS Therapy Centre.

**PART 4 - OTHER INFORMATION**

Do you receive income from any other flag days? (National or London-wide)

YES

NO

✓

If yes, please give details:

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Have you discussed street collections with any other Council officers?

YES

NO

✓

If yes, please state their name and department:

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The Council is only authorised to sponsor eight applications in 2004 during the following periods:

23-28 February  
22-27 March  
21-26 June

2-27 August  
30 Aug.-4 September  
25 - 30 October

Please state your preferred collection date within one of these periods:  
(This must be at least 2 months from the date you submit this application)

Sat 4 Sept
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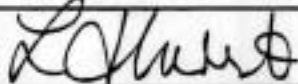
Please note that, if your application is successful, every effort will be made to allocate your preferred collection date. However, if this date is not available, you will be offered another date within one of the above periods.

**UNDERTAKING**

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

Name

Signature

LYNN HURST	
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Position held

Date

ADMINISTRATOR	24/12/03
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Please return this form to: Grants Unit, P.O. Box 57, Civic Centre,  
Harrow, Middlesex. HA1 2XF.