



# Dennis Wise & Frankham Group Charitable Trust

Supporting Children and  
Adults with Disabilities

## **PLEASE READ BEFORE COMPLETING THE APPLICATION FORM**

### **WHO WE ARE**

Dennis Wise & Frankham Group Charitable Trust, formally Dennis Wise in the Community was founded in 2000. We provide fundraising and specially adapted minibuses to adults and children with disabilities.

### **WHO CAN APPLY**

We can consider applications from schools and non-profit making groups and organisations catering for sick, disabled and/or disadvantaged children up to and including the age of 19 years, who are resident within the UK.

### **YOUR APPLICATION**

- ♦ All applications must be typed or clearly written
- ♦ All sections must be completed with as much relevant detail as necessary
- ♦ The coach will be used to take the children out on educational and recreational activities which would otherwise be unavailable to them. The vehicle should be in use at least 4 to 5 times per week.
- ♦ Recipients of our minibuses are not permitted to change the vehicle classification (shown on the log book) without prior notification and approval from us.
- ♦ Vehicle exemption to be discussed on an individual basis.
- ♦ We will require all recipients of our minibuses to be involved in a local PR presentation which may take place at the location of the minibus.
- ♦ All recipients of our minibuses will be asked to complete a short evaluation questionnaire to provide us with feedback and to enable us to improve the services we offer

### **THE NEXT STEP**

- ♦ Once your application is received it will be given to a member of the Committee to investigate. They will make contact with you to arrange a visit and to discuss your application in more detail.
- ♦ The Committee meets to discuss your application for final approval.
- ♦ You will be notified of the outcome of your application and the decision of the Trustees is final.

### **CONTACT INFORMATION**

Should you require any further information or assistance with your application please contact:

Tel: 020 8309 7777

Fax: 020 7428 8111

Email: [pat.saville@frankham.com](mailto:pat.saville@frankham.com)

Website: [www.denniswiseandfrankhamgroup-charitabletrust.co.uk](http://www.denniswiseandfrankhamgroup-charitabletrust.co.uk)





How will a minibus from us make a difference to your pupils/ clients?	
Please set out what activities you will be able to do that you are currently unable to do without a new minibus?	
What will the positive outcomes of a minibus from us be?	
How many days per week will the minibus be used?	What is your estimated annual mileage?
Will any other group use the minibus? Yes / No	If Yes, who and how often?
Do they pay to use the vehicle?	

**SECTION 6 – General**

Are you able to provide qualified drivers? Yes / No	Can you keep the vehicle taxed and insured? Yes / No
Will the vehicle be kept in a secure place? Yes / No	Do you have funds to service and maintain minibus? Yes / No
Can you ensure the original artwork is not defaced, added to or changed in any way and will be replaced following any bodywork repairs? Yes / No	Can you ensure that the minibus will principally be used by young people under 25 years with a disability and their carers? Yes / No
Will this vehicle be used for school trips abroad? Yes / No	*If yes the vehicle will require a Taco fitted prior to delivery

<p><b>How did you hear about our Minibus Scheme?</b></p> <p>Have received support previously..... Website..... Word of Mouth..... Event..... Member..... Another Organisation.....</p>
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**SECTION 7 - VAT**

VAT is chargeable on the purchase of the vehicle; if you are VAT registered you might be entitled to recover it. Do you know if you will be entitled to recover VAT incurred on the purchase of a vehicle?	Yes / No
If you are unable to recover the VAT, do you have an associated body or organisation that would be eligible to reclaim the VAT should it choose to make the purchase of the vehicle for your use?	Yes / No

**N.B. If you are unable to reclaim the VAT on the purchase of the vehicle e.g. if you are a registered charity, then please note that the VAT will be a cost to you in addition to your donation.**

**SECTION 8 – Confirmation and Signature**

Please provide any additional information to support your application on a separate sheet.

We hereby agree that to our knowledge the above information is correct and that we adhere to the guidelines set out by Dennis Wise & Frankham Group Charitable Trust.

All vehicles supplied by us are built to manufacturer’s specifications. Converted minibuses are built to IVA (Individual Vehicle Approval) and inspected by VOSA.

The minibuses must be used for carrying passengers with disabilities and behaviour problems at all times. Government Transport Regulations prohibit the use of these vehicles for carrying passengers for hire or reward. If they are deemed to be used in this way you may be liable for prosecution. You may also be uninsured.

**Please make sure that you submit your application electronically.**

Signature:	Position Held:
Print Name:	Date: