

Donation Request Information Sheets.



Who Are We?

UK Recycling is a non-profit making organisation based in the North East of England that specialises in the recycling of old printer cartridges and mobile phones. More information is available on our website <http://www.cartridge-recycling.net>.

What is available?

UK Recycling can provide you with either funding or new equipment for your organisation. Since we began in February 1998, we have provided computing equipment, software, musical instruments, books, toys and cash.

Who can apply?

Any organisation based in the United Kingdom which helps children in any way can apply for help. There are some exclusions. Please see the list below.

Who have we recently helped?

Many people have benefited from our funding. Recently these included nursery schools and special care baby units. In our next round of funding a Brownie Pack, LGB Switchboard, the Norfolk Autistic Society and other schools, hospitals and youth clubs are all already confirmed as receiving funds!

How to apply for a grant?

We need to know some information about your organisation and the purpose for which you need a grant (*form available soon!*) If you have any promotional material about your organisation, also send us that. If you haven't any printed paperwork then write and tell us all about your organisation. We need to have a good insight as to what your organisation does and, in particular, what the funds will be used for. Unlike a lot of other grant making bodies we do not ask for copies of your constitutional document or financial statements.

What type of things can the funding be used for?

We do not specify what you can and can not use the funding for. If you can show us that your grant will be spent to benefit children in the UK, then we will help you if we can.

If you are successful with your request for funding, you must only use the funds for the purpose you specified on your application form.

We are sorry but we turn down certain applications for funding every time. Some examples are

- Collections for individuals or groups trying to raise funding to go on a charitable holiday (e.g. Gap Years or Working Holidays in Africa).
- Sponsored runs or similar events.
- Training.
- Vehicles.

UK Recycling 20 Stanhope Road South Shields Tyne and Wear NE33 4BU

Tel: 08 71 71 71 222 or 077403 68537

Email: Info@cartridge-recycling.net Web: <http://www.cartridge-recycling.net>

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How quickly are applications processed?

All requests for funding should be processed within 12 weeks of the closing date for applications. The closing date for the first round of funding requests is Tuesday the 1st of October.

If you are successful in receiving funding...

If you are successful in receiving funding we ask that you report back to us at UK Recycling within 12 months on how you spent the grant or used the resources we made available to you.

At UK Recycling we like to know how you have used the funds and of course, we have a duty to report to our supporters on how we have used the money that they have helped us to raise. We do not need a full breakdown of the expenditure but we do need to see that the money was spent for the purpose intended. We would also like to celebrate your success.

And now some very important details.

Before you fill in any forms....

- Please read this fact sheet thoroughly.
- Please check on the website that the form you have is the most recent version available.
- If you do not have access to the website please write to us or call us using the contact details below before you begin to fill in the form. We may not be able to help you if your form is out of date and we do not want to waste your time.

Do you have the most recent version of this Fact Sheet?

Please go to our website at <http://www.cartridge-recycling.net>

If you need any help with your application or if you have any queries...

Mark will be pleased to help you. Please contact him via the information shown below.

And finally.... Sorry, we can't help everyone...

The following groups and organisations are excluded:

- Organisations outside the UK.
- Libraries run by Local Authorities.
- Companies trading for profit.
- Organisations which promote political groups/campaigns.
- Churches and other religious bodies.
- Grant-making bodies seeking to distribute grants on our behalf.
- Animal welfare groups.
- Organisations promoting hate or distributing propaganda (including but not limited to racist, homophobic or sexist materials).
- Individuals going on a charity trip, holiday or work placement.

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