



SUN Inter U3A Event Funding Request

As a pilot scheme for the year 2017/18, the **Sussex U3A Network (SUN)** will contribute to inter U3A events organised by member U3As.

Criteria are:

1. All U3As involved are SUN members
2. The event involves members of **at least** two local U3As
3. The event to involve interest groups on a specific topic (eg music, literature, art, an SLP, science, history etc or a more general topic eg a quiz).
4. SUN will fund only the **cost of the venue**
5. The **host U3A** to request the venue funding from SUN. Other costs, eg speakers, equipment & refreshments, etc. to be met by the participating members.

To request funding, the **SUN Application Form** (page 2) must be completed and signed by the Event organiser and Treasurer (or a committee member.)

Send the application form, with a stamped addressed envelope, to SUN Vice Chair:

Paul Sparks, 27 Roman Way, Uckfield, TN22 1UY
paul.sparks1@gmx.com

If successful, the venue cost will be paid by cheque to the host U3A's treasurer or directly to the venue, if requested.

Receipts and the evaluation form (page 3) to be returned to the SUN Vice Chair within a month of the event being held.



SUN Inter U3A Event Application Form

2017/18

Name of host U3A: _____

Organiser's name: _____ Email: _____

Inter U3A event planned: _____

Name the other U3As involved and their groups:

Date of event: _____ All day? AM only ? PM only?

Venue Name: _____ Hire amount requested: £ _____

Signatures: a) Organiser
b) Treasurer or Committee member

Treasurer's Name: _____

Address: _____

Post code: _____ Phone no: _____

Email: _____

Office use. Accepted / Emailed	Letter / cheque for £ _____ to treasurer / venue on	/ /
Rejected because:	U3A Notified	/ /

SUN Inter U3A Event Evaluation Form

Please return this, with your receipts and any relevant pictures or articles, to the SUN Vice Chair Paul Sparks

U3A name: _____

Venue Amount: £ _____ Are receipts attached? _____

Event title: _____

What was the response from members who attended the event?

Any comments/ suggestions?

Signed: _____

Date: / /

Any photos/ articles can be emailed to us at **sussexareau3a@gmail.com**