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GRO-C

**APPENDIX K**  
(MoG para 239(1))

To: .....  
Finance Administrator, S64 grants  
SC2-GAU  
Room 610-612  
WEL

Application reference number:  
2000/.....  
1999/702

**S64 GENERAL SCHEME GRANT:**

**AUTHORITY TO PAY**

1. **One copy** of the dated award letter (or **two copies** when the VO has not been funded within the last 12 months), **signed by a designated signatory of this section and countersigned by the VO**, containing the full conditions required in Appendix I is attached. Details of the VO and the grant are given below.

*Complete all items. Do not leave blanks. Tick boxes ☐ when required.*

2.	Full name of VO	THE MACFARLANE TRUST	
3.	VO's recognised abbreviation (if none, strike through)	/	
4.	Type of grant -		
	<input checked="" type="checkbox"/> Core - Complete 5. If this includes a capital grant over £5,000, also complete 7.		
	<input type="checkbox"/> Project (name) .....		
	Complete 5 & 6. If this includes a capital grant over £5,000, also complete 7.		
	<input type="checkbox"/> Capital (main use) .....		
	Complete 5 & 7		
5.	Amount of grant approved by Ministers and included in countersigned award letter		
	Year 1	1999/2000 20.....	£ 51,302 (one off)
	Year 2	20.....	£
	Year 3	20.....	£
6.	Project grants only Has the project started?		
	<input type="checkbox"/> Yes: date .....	<input type="checkbox"/> No - details will be obtained & notified to SC2-GAU so that payments can start.	
<i>The award letter must have asked for a start date to be notified to the sponsor section <u>and</u> also have stated that the grant paid in the first year would be pro rata depending on the start date.</i>			
7.	Capital grants only	SC2-GAU approval given in minute dated .....	
		VAT included? <input type="checkbox"/> Basic amount without VAT: £	
		Is the VO registered for VAT? <input type="checkbox"/> Yes <input type="checkbox"/> No	

[Amndt.2]

<p><b>8. VO's constitutional basis</b>  <i>Tick one box in each column (see application form)</i></p> <table style="width: 100%;"> <tr> <th style="text-align: left;">Charity type</th> <th style="text-align: left;">Type of organisation</th> </tr> <tr> <td><input checked="" type="checkbox"/> Charity:</td> <td><input type="checkbox"/> Trust with trust deed</td> </tr> <tr> <td>Reg no -</td> <td><input type="checkbox"/> Other</td> </tr> <tr> <td><u>298863</u></td> <td><input type="checkbox"/> Unincorporated Assn</td> </tr> <tr> <td><input type="checkbox"/> Excepted Charity</td> <td><input type="checkbox"/> Limited company *</td> </tr> <tr> <td><input type="checkbox"/> Exempt Charity</td> <td><input type="checkbox"/> Industrial &amp;</td> </tr> <tr> <td><input type="checkbox"/> Charity</td> <td><input type="checkbox"/> Provident Society *</td> </tr> <tr> <td>Commission</td> <td><input type="checkbox"/> Housing Assn *</td> </tr> <tr> <td>scheme</td> <td><input type="checkbox"/> Friendly/</td> </tr> <tr> <td><input type="checkbox"/> Royal Charter</td> <td><input type="checkbox"/> Benevolent Society *</td> </tr> <tr> <td></td> <td><input type="checkbox"/> Further Education</td> </tr> <tr> <td></td> <td><input type="checkbox"/> Institution</td> </tr> <tr> <td></td> <td><input type="checkbox"/> Higher Education</td> </tr> <tr> <td></td> <td><input type="checkbox"/> Institution</td> </tr> </table> <p style="text-align: right;">*Reg no: .....</p>	Charity type	Type of organisation	<input checked="" type="checkbox"/> Charity:	<input type="checkbox"/> Trust with trust deed	Reg no -	<input type="checkbox"/> Other	<u>298863</u>	<input type="checkbox"/> Unincorporated Assn	<input type="checkbox"/> Excepted Charity	<input type="checkbox"/> Limited company *	<input type="checkbox"/> Exempt Charity	<input type="checkbox"/> Industrial &	<input type="checkbox"/> Charity	<input type="checkbox"/> Provident Society *	Commission	<input type="checkbox"/> Housing Assn *	scheme	<input type="checkbox"/> Friendly/	<input type="checkbox"/> Royal Charter	<input type="checkbox"/> Benevolent Society *		<input type="checkbox"/> Further Education		<input type="checkbox"/> Institution		<input type="checkbox"/> Higher Education		<input type="checkbox"/> Institution	<p><b>9. Policy area code:</b> <u>MC</u>  <i>One from this list</i></p> <table style="width: 100%;"> <tr> <td>AD AIDS</td> <td>IT Intermediate</td> </tr> <tr> <td>AL Alcohol</td> <td>treatment</td> </tr> <tr> <td>CA Carers</td> <td>LD Learning disabilities</td> </tr> <tr> <td>CC Community</td> <td>MC Medical condition</td> </tr> <tr> <td>care</td> <td>MI Mental illness</td> </tr> <tr> <td>CD Child care/</td> <td>OP One parent families</td> </tr> <tr> <td>child abuse</td> <td>OT Other</td> </tr> <tr> <td>CH Child health</td> <td>PH Physical disability</td> </tr> <tr> <td>DR Drugs</td> <td>PR Prevention</td> </tr> <tr> <td>EL Elderly</td> <td>SI Sensory impairment</td> </tr> <tr> <td>ET Ethnic</td> <td>SM Smoking</td> </tr> <tr> <td>FA Family</td> <td>SW Social work</td> </tr> <tr> <td>HO Homeless</td> <td>VO Volunteering</td> </tr> </table>	AD AIDS	IT Intermediate	AL Alcohol	treatment	CA Carers	LD Learning disabilities	CC Community	MC Medical condition	care	MI Mental illness	CD Child care/	OP One parent families	child abuse	OT Other	CH Child health	PH Physical disability	DR Drugs	PR Prevention	EL Elderly	SI Sensory impairment	ET Ethnic	SM Smoking	FA Family	SW Social work	HO Homeless	VO Volunteering
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<p><b>10. VO's accounting year end</b>  <input checked="" type="checkbox"/> 31 March    <input type="checkbox"/> 31 December    <input type="checkbox"/> (other).....</p>																																																							
<p><b>11. Payment arrangements</b></p> <p><input checked="" type="checkbox"/> The VO will be paid by BACS and a headed letter giving bank details is attached.</p> <p><input type="checkbox"/> The VO wishes to be paid by post.</p> <p style="text-align: right;"><i>If different from the award letter, name and address of payee:</i>  <u>SC2-GAU have details</u></p>																																																							

12. ☒ I agree that payments **CAN** start. *N.B. If this is a project, attach a copy of the letter from the VO confirming that the project has started.*

☐ Payments **CANNOT** yet start and I will notify you later of the start date.

Signed GRO-C .....

Date 13/3/2000

Name CHARLES LISTER

Section MSD1

Ext GRO-C

Our Registered file ref. BLO21/1

**NEXT ACTION**

13. Keep a copy of this Authority to Pay on your own section's registered file.
14. Send this Authority to Pay to SC2-GAU with one copy of the countersigned award letter (or two copies if required as in item 1) and the VO's bank details.
15. *If a project grant which has yet to start* - when written evidence is received from the VO of the start of the project, send a copy to SC2-GAU together with a covering minute authorising the start of payments.