



Sarah Herriot
Hope House Farm
Ridgeway Cross
Cradle
WR13 5JQ

5th February 2016

Dear Sarah,

Re: Plunkett Foundation Frontline support - Bursary Release

Congratulations on completing the process in order to qualify for a bursary from the Plunkett Foundation. Your bursary of £2,000 towards the establishment of Cradley Heart of the Village will be paid into your nominated bank account within the next 21 days. Your bursary has been paid based on the cost of the habitat survey and data records and I await the flood risk assessment receipt in due course. Unfortunately, failure to provide adequate receipts will mean that we will have to invoice for the difference.

We believe that communities that succeed in establishing a community owned enterprise play an important role in inspiring others, and for this reason we would like to work with you to promote and publicise your success. In order to achieve this, we would like where possible, to attend the official opening and to work with you in creating a press release to distribute amongst our joint media contacts.

The support you have received is funded by the Esmée Fairbairn Foundation and they cannot accept any direct applications for grant funding.

Please can you ensure that the Plunkett Foundation is acknowledged in all marketing and promotional material and a logo can be provided for this purpose.

If you need any further help with any aspect of the enterprise, please do not hesitate to contact us again and we will do our best to support you.

Yours sincerely,

Donna Smith
Frontline Officer