

United St Saviour's Charity: **Grant Application form**

**Registered Charity 1103731 Company Registration 5092710**

**Contact Information:**

Name of organisation applying for a grant

Address

Telephone number

Email website

Name of contact person:

Telephone number:

Mobile number:

Post held in organisation

**About the project:**

1. Title of project for which funding is requested:

2. Total amount of funding requested:

3. Start date: Completion date:

4. Is this a new project or continuation of an existing one?
5. List main objectives ( purpose ) you have set for the project:
6. Summary of the project and how it will be carried out
7. Why do you think there is a need for the project and how was the need determined?
8. How will this project relieve 'need' in the Area of Benefit
9. How many people from the Area of Benefit will benefit directly from this project and over what period? Please give specific examples and how figures were derived.
10. Which age group will benefit?
11. If beneficiaries from the Area of Benefit represent only a proportion of users, please state the proportion.
12. How will you **monitor** your progress towards the objectives you have set out to achieve in 5 above? What evidence will you collect?
13. How will you **evaluate** whether or not you have achieved those objectives?

14. How will you **demonstrate** to us that your activity has successfully met its objectives?

15. Is there any other information you wish us to know when considering your application?

16. What is the total cost of the proposed project per year?

17. What funding has already been secured?

18. Which other funders are currently considering the proposal? Please state confirmed funding or date of decision

19. How much are you requesting from us and over what period? Please give a breakdown of budget for the project.

Item	Total cost	Recoverable VAT	How much you want from us
Total:			

20. If the project for which you seek funding continues beyond the period for which funding is requested, how will it be funded?

**About your organisation:**

1. Is the organisation part of a larger or national organisation? If so, state its name:

2. List main aims/ objectives of the organisation:

3. Main activities of the organisation:

4. Legal status of organisation:

5. Company limited by guarantee no.

6. Registered charity no.

Year established:

7. Numbers of staff: full time:            part time:            Volunteers:

8. Describe the organisation's management structure including names of Management Committee members:

9. Please list source, year and amount of funding received from the following sources during the last year:

a) Statutory bodies

b) Charitable trusts and foundations

c) Private sector companies

10. Why is your organisation well placed to carry out the project for which funding is requested?

11. Are you doing or have you done work related to that in the proposed project and if so are reports available?

12. Do you work in partnership with other organisations, and if so, which ones?

To be signed by the Chair, Secretary or Treasurer:

To be best of my knowledge, all the information that I have provided in this application form is correct.

Signed:

Name:

Position:

Dated:

Please ensure that you have included:

- a copy of your most recent accounts
- income and expenditure projections for the organisation for the current year, showing income that is anticipated and income that has been confirmed.
- your most recent annual report
- a copy of your organisation's constitution/governing document
- if funding is sought for a salaried post, please include the job description, rate of pay and proposed length of employment.

**Please post to: United St Saviour's Charity, Flat 53, St Saviour's Court, Old Lodge Lane, Purley Surrey, CR8 4ER. [enquiries@ustsc.org.uk](mailto:enquiries@ustsc.org.uk). [www.ustsc.org.uk](http://www.ustsc.org.uk).**