



Ferry Farm Community Grant Fund Grant Application Form

Please complete and submit this form to apply for a grant from Ferry Farm Community Grant Fund.

We strongly recommend that you read through the eligibility criteria before completing the form.

Completed application forms must be received by 5pm on 30th June and 30th November 2017.

You can apply for a grant of between £250 and £2,000.

If you require any further information, please contact info@selseyinfo.co.uk.

PLEASE KEEP A COPY OF YOUR APPLICATION

Q1: Contact Details

Name of Organisation	<input type="text"/>
Address	<input type="text"/>
Telephone	<input type="text"/>
Email	<input type="text"/>
Website (if any)	<input type="text"/>
Facebook (if any)	<input type="text"/>

The main contact should be someone from your organisation who can discuss the application.

Please give a second contact in case the main contact is not available.

Main Contact Name	<input type="text"/>
Position	<input type="text"/>
Telephone (if different to above)	<input type="text"/>
Email (if different to above)	<input type="text"/>

Second Contact Name	<input type="text"/>
Position	<input type="text"/>
Telephone (if different to above)	<input type="text"/>
Email (if different to above)	<input type="text"/>

Q2: What type of organisation are you? Please indicate whether you are a Registered Charity, Not-for-Profit Company, Community Interest Company, Community Group/Club/Society or Other (please explain). If appropriate, please give your Registration Number.

Type of Organisation Registration Number

Q3: When did your organisation start?

Month Year

Q4: What does your organisation do? (Its overall aim or mission - 200 words max.)

Q5: Please describe how your organisation involves people who use the service or the community you serve. (200 words max)

Q6a: Where do the people who will benefit from your project mainly live?

Q6b: How many beneficiaries are there of your project?

Number of Beneficiaries

Q7: How many people are involved in running your organisation?

Managers Volunteers

Q8a: What are your organisation's annual income, expenditure and free reserves for your most recent year?

Income £	<input style="width: 100%; height: 20px;" type="text"/>
Expenditure £	<input style="width: 100%; height: 20px;" type="text"/>
Free Reserves £	<input style="width: 100%; height: 20px;" type="text"/>

Q8b: Please indicate the purpose of your reserves.

Q9: Please tell us what project or service you will undertake with the funding you are applying for. (200 words max)

Q10: What is the need for the project or service you will provide. (200 words max)

Please outline the need for the project or service and add any evidence that you have eg: statistics, feedback, evaluation, consultation.

Q11: What will be achieved/what are the outcomes? (100 words max)

Q12: How will you measure your outcomes/progress/success? (100 words max)

Q13: How will you manage your project? (200 words max)

Q14a: How will your project continue after the funding you have applied for been spent? (100 words max)

Q14b: What is the timescale for your project? (50 words max)

Q15: How much will your project cost in total? (50 words max)

Q16: If you are applying to other sources for funding this project, please fill out the table below (you can include 'match-funding' here).

Source	Amount £	Secured (Yes or No)

Q17: Please provide a breakdown of the total budget for your project showing how the funding from Ferry Farm would be used (include any 'in-kind' funding here).

Item	Cost £	Amount of Bid £
Totals		

If you wish to provide any further information, please include it below.

1. Grant payments are made by cheque or by BACS. If you do not have a bank account, we might be able to make payment to another charity (host) on your behalf. If you require this option, please let us know.
2. If we need your bank details, we will ask for them in due course.
3. Please be prepared to provide the following if requested:
 - a. Copies of estimates or catalogue pages if you are applying for a grant to purchase equipment.
 - b. A photocopy of one bank statement from the last 3 months.
 - c. Names of the Management Committee members with signatories identified.
4. Depending on the nature of your project, we might ask for additional documents, if relevant:
 - a. Child Protection or Vulnerable Adult Protection policy (if you are working with these groups).
 - b. Health & Safety policy.
 - c. Equal Opportunities Policy Statement.

DECLARATION:

1. I am authorised to make this application on behalf of the above organisation.
2. I certify that the information contained in this application is correct.
3. I will inform Ferry Farm if the information in this application changes in any way.

Name

Date

Your application can be submitted to info@selseyinfo.co.uk as an attachment to an email, or delivered to Selsey Information Exchange, Penny Lane, 118 High St, Selsey PO20 0QG.

