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| **Organisation and Contact Details** |
| Name of organisation/group:  Name of Project:  Address:  Main telephone number:  When was your organisation set up? (*This is the date your organisation took on its current legal status. It should be on the governing document.)*  Do you have approval from the organisation/group to apply for funding?  Contact name and role in the project:  Contact’s email address: (*This will be the address used in all communication including acknowledgement of your application)*  Please supply name and contact details of who will be managing the project if different from above:  Is your organisation a registered charity? Yes/No  Charity Number:  Is your organisation a company limited by guarantee? Yes/No  Registered number  Organisation website:  Facebook handle if available:  Payee Details in event of Grant being awarded:  Account Name: Sort Code: Account Number: |
| **Project Information and Details** |
| **Your project**  Here are some ideas of what to tell us about your project.  What would you like to do?  What difference will your project make?  Who will benefit from it?  Is it a new project or an ongoing project that has worked well previously?  What is the funding specifically for i.e. staff/admin and non-staff costs? (we do not fund admin/staffing costs unless this is a new start-up project)  What is the estimated duration of the project? |

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| **How does your project relate to the objectives of the Trust?**  (Please include any details of church involvement in this project)  **Describe the expected outcomes and long-term impact of your project.**  How many people do you estimate will be positively impacted by your project?  How will the outcomes be measured?  **Project Costs**  What is the total cost of your project?  Please provide a breakdown of the project costs:  Please list the sources of your current secured/pledged funding with amounts:  How much of the outstanding amount are you requesting from the Trust?  What is the minimum amount of grant which would be useful to you?  What date will your project start on?  What date will your project end on?  Please attach a recent bank statement **shown available funds** (within the last 3 months) and most recent audited accounts. |
| **Health and Safety Regulations and Safeguarding Standards** |
| Does your church/organisation comply with relevant health and safety regulations and are there policies available for inspection?  Does your church/organisation have safeguarding policies and procedures in place which;   * Are publicly available, regularly reviewed and put into practice □Yes □No * Show a commitment to protecting children / vulnerable adults from harm □Yes □No * Make sure everyone in the organisation is aware of the importance of safeguarding □Yes □No * Include robust processes for safer recruitment including appropriate checks on staff and volunteers □Yes □No * Ensure there is regular safeguarding training for staff and volunteers □Yes □No * Enable people to raise safeguarding concerns □Yes □No * Set out how to handle allegations and incidents, and report to relevant authorities. □Yes □No   **The trustees reserve the right to request and view copies of these documents.** |

Declaration

I…………………………… am an authorised representative of ……………………

To the best of my knowledge all the information I have provided on this application form is correct. If the St Hilda’s Trust is able to make a grant it will be used exclusively for the purposes I have described.

I undertake to provide the St Hilda’s Trust with a report including photographs if able to provide, on how the grant money was spent and what has been achieved as a result. I understand that this may be used by the Trust to publicise their work.

Signed:

Date: