

Summary of Grant Application Questions – for your information

Please note this is NOT the application form but a guide for you to see what questions the form contains. Before completing the online form you are strongly advised to make yourself aware of the information and guidance presented on our website.

Organisation Details

A1 Organisation name

A2 Legal status (must be one of these):

Registered Charity Community Interest Company (CIC) Charitable Incorporated Organisation (CIO) Charitable Company Excepted Charity
--

A3 Registration number

A4 Date established

A5 Address for correspondence

A6 Organisation phone number

A7 Website address

A8 Geographical region where main activities occur (one of the following):

Greater London South East England Scotland Wales Northern Ireland South West England North East England

North West England
Yorkshire and The Humber
East Midlands
West Midlands
East of England

Contact details

- B1 First name
B2 Last name
B3 Position within organisation/job title
B4 Tel
B5 Email

About the Organisation

- C1 Objectives of organisation as stated in your governing document
C2 How many Trustees/Directors are on your Board
C3 How many staff do you employ (full-time equivalent)
C4 How many volunteers are active at present
C5 Which of the following policies do you have (drop down list to comprise):

Safeguarding
Financial Procedures
Health & Safety
Equalities

- C6 Your Public Liability Insurance – please state the Policy Number
C7 Please state any Quality Marks or formal accreditation that your organisation holds
C8 Have you been funded by Hilden before (yes/no)

C9 If yes, please state most recent funding:

When: MM/YYYY

Amount: £

Funding request

D1 Which programme are you applying for (choose one of the following):

Asylum Seekers/Refugees
Penal Affairs

D2 How much are you applying for (year 1 and year 2)

Year 1: £.....

Year 2: £.....

Total: £.....

D3 What type of funding are you applying for (choose one of the following):

Unrestricted
Core
Project

D4 Describe the purpose of your funding request in one sentence of no more than 15 words – “We are applying for funding to...”

D5 When would the funding start (MM/YYYY)

D6 Please describe in more detail what you wish the grant to support and why it is needed (max 300 words)

D7 Why are you the right organisation to do this work (max 150 words)

D8 Please outline three main differences (outcomes) the funding will support

D9 How do you ensure your work is as inclusive as possible, including for Disabled people (max 150 words)

D10 If your request is for Project funding please outline where the grant would be spent:

Project salaries/staffing: £

Venue hire/fees: £

Equipment: £

Management/Admin: £

- D11 Who will be the main beneficiaries of this funding (max 50 words)
- D12 How many people will directly benefit from this funding per year
- D13 We want to support organisations where people with lived experience of the issues you address are actively involved in the planning and delivery of your work – please describe how you might be achieving this (max 150 words)

Supporting documents which need to be provided

- E1 Latest, fully signed, accounts
- E2 Safeguarding and Equalities Policies
- E3 Copy of your constitution or governing document and which contains your dissolution clause

NB – Your Data

The Fund obtains and uses information, including personal data, as part of the process of assessing grant applications and monitoring the use of grants. We will not sell this data but may share this information with relevant third parties including other funders, our external consultants and external auditors, police and regulatory bodies for the purpose of determining, preventing or detecting crime; or ensuring that no organisation is receiving duplicate funding; or the validation of contracts; or where this is otherwise required by law. Please see our website for fuller information on our Data Protection Policy.

In submitting this application you are deemed to give your consent to our using the data in this way.