



GRANT APPLICATION FORM

Please contact Matthew Allgood, Grants Manager, Southwark Charities to discuss your application prior to submission. Email: grants@southwarkcharities.org.uk

Section 1: About you

1. Contact name for this application	
2. Your contact details: <i>E-Mail address</i>	
<i>Phone Number</i>	

Section 2: About your organisation

3. Organisation Name		
4. Organisation Address and Postcode		
5. Organisation website		
6. Which of the following best describes your organisation's status?	<i>(Please delete as appropriate)</i> Registered charity, including Charitable Incorporated Organisation Community Interest Company Limited by Guarantee Company Limited by Guarantee Constituted organisation/group e.g. community association, TRA Other (please specify):	
7. Please provide your registered charity and registered company numbers if applicable	Registered charity number:	Registered company number:
8. How many people sit on your Management Committee board?		
9. Who does your organisation help and what does it do to help them?		

10. Does your organisation have a safeguarding policy and procedure?	Yes/No <i>(Please delete as appropriate. If 'No', please explain why)</i>
11. Does your organisation have a bank account in the organisation's name	Yes/No <i>(Please delete as appropriate. If 'No', please explain why)</i>
12. If you have not previously applied to Southwark Charities, please provide contact details of an independent referee that can comment on your work	

Section 3: About your proposal

13. Name of your proposal for funding	
14. Describe your proposal for funding. Please be as concise as possible.	
15. Why is your proposal needed, and what difference will it make to the lives of Southwark residents aged 55 and above?	
16. How would you deliver your proposal? For example, what activities would take place?	
17. What is your experience of delivering similar work, and what resulted?	
18. When would your proposed activities start?	
19. When would your proposed activities finish?	
20. Where would the proposed activities take place?	
21. Do you have all permissions, consents and insurances in place to deliver the proposed activities?	Yes/No <i>(Please delete as appropriate. If 'No', please explain what and by when you will need to have in place)</i>
22. How many Southwark residents would benefit from your proposal?	
23. How many of the above are aged 55 and above?	

Section 4: About your budget

24. How many years funding are you requesting?		
25. How much will the proposal cost in total?		
26. How much are you requesting from Southwark Charities?		
27. Who else are you requesting funds from and how much are you requesting? Please indicate whether the funds have been secured and/or decision dates?		
28. Please give a breakdown of the costs of your proposal which should total the amount in question 26.	<i>e.g. Room Hire: 25 sessions at £10 a time</i>	£ 250
		£
		£
		£
		£
		£
		£
		£
		£
		£
		£
	Total	£
29. How did you hear about Southwark Charities grants programme?		
30. Do you have any feedback on our application form and processes?		

Section 5: Organisation documents to enclose with your application

Document	Enclosed
Governing document – constitution or Memorandum and Articles of Association	Y/N
Latest available annual accounts. If your organisation is new and does not have accounts, please send a copy of a recent organisation bank statement or budget	Y/N
For proposals of £10,000 or more, a copy of latest management accounts	Y/N

Section 6: Declaration

We certify that:

- The information in this application is true and accurate to the best of our knowledge, and has the consent of our organisation.
- We understand that the information provided in this form will be stored and used by Southwark Charities for assessment, monitoring, evaluation and communication purposes.
- The information which we provide may be shared with other local grant giving organisations and associated bodies (including Community Southwark and London Borough of Southwark).
- We accept that the charity's decision is final and there is no right of appeal.

Name	Position in Organisation
1)	
2)	

Please return your completed application and organisation documents by email to:

Matthew Allgood, Grants Manager

grants@southwarkcharities.org.uk

020 7593 2000

www.southwarkcharities.co.uk

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