

Application Form



Application Summary

What is the name of your organisation?

What is the title of your proposal or project? (if different from above)

1 Please provide a summary of the project that you need funding for (Limit to 250 words):

2 Please state how much you would like to receive from the Ballinger Charitable Trust:

Year 1 _____ Year 2 (if applicable) _____

Part A. Information about your organisation

A1 What is the name of your organisation? _____

A2 What is the name of the key contact person? _____

A3 What is their position in the organisation? _____

A4 What is the address we should send correspondence to?

A5 Telephone No: _____ Fax No: _____
Email: _____ Website: _____

A6 What is the legal status of your organisation? (more than one may apply) Please tick:

Registered Charity

Charity Exempt or Excepted from Registration

Charitable Incorporated Organisation

Charity Awaiting Registration

If you are a registered charity, what is your charity number?

Is it part of a larger or national organisation? No Yes (please explain below)

A7 In which year did your organisation start?

A8 Does it have a formal constitution setting out its aims and objectives?

(if applicable please attach a copy) Yes No

A9 Please describe the aims, objectives and activities of your organisation.
Please also identify the current beneficiaries and how many benefit each year.

A10 The Trust currently focuses its funding in the North East.
What area in the North East does your organisation's work target?

PART B. Information about the proposal, project, services or activities for which funding is sought

B1 What is the evidence of need for this project? Please provide statistics if applicable.

B2 Please provide further detail about the project (aims and objectives, activities, desired outcomes etc) proposed to address the need above described above.

B3 Who will benefit from the project? How many will benefit? How will they benefit?

B4 How will you measure whether your project has been successful? (What changes will result from the funding? How will you monitor outcomes?)

B5 What resources are needed or in place for the proposal? (Who works on the project? Are these new or existing staff? Will volunteers be involved – if so, how many? What resources and other materials will be needed?)

B6 Do you practice equal opportunities in your organisation and in the services you provide?

Yes (please provide examples below) No

B7 How does your organisation aim to encourage the people you want to help to play a part in your activities?

B8 What is the total cost of the project? (Please attach a detailed budget where applicable)

	£
Capital (equipment, premises etc)	
Revenue (running costs, salaries etc)	
TOTAL	

B9 How much of this has been secured so far?

	£
Government grants	
Local authority grants	
Donations from business	
Grants from trusts	
Fundraising	
Fees, rents, sales, charges	
National Lottery	
Other sources	
TOTAL	

B10 Have you made any other applications for funding towards this project? Yes No

Please provide details:

Name of Funder	£ Applied For	Decision Date

B11 How much are you requesting from the Ballinger Charitable Trust?

What do you intend to spend this money on specifically? Please provide a breakdown of how the funding would be spent:

B12 Please provide the contact details of an independent referee who knows of your organisation and would be prepared to talk to us about your project:

B13 What is the exact name on your organisation's bank account?

B14 How did you hear about the Ballinger Charitable Trust?

Checklist

Please ensure that:

- you have answered all the questions
- a senior representative of your organisation has signed the declaration
- you have enclosed copies of the documents we require which are listed below
- you list any additional documents enclosed:
 - Annual Report
 - Full Audited Accounts

DECLARATION

When you have completed this application please sign this declaration.

I _____ am an authorised representative of
_____ (name of organisation).

To the best of my knowledge the information I have provided on this application form is correct. If the Ballinger Charitable Trust decides to award a grant this will be used exclusively for the purposes described.

Signed: _____

Position in organisation: _____

Date: _____

Please send this application to:

The Ballinger Charitable Trust
P O Box 245
MORPETH
NE61 3DA