

Charity funding application



The Openwork Foundation
'Cares 4 Kids' – helping
socially, physically and
mentally disadvantaged
children move from
dependence to independence

Your sponsor – all applications must be supported by a member of Openwork

Openwork sponsor details

Name

Office telephone number Mobile (if applicable)

Full business address for correspondence

Email address

Section A – about your organisation

1a Organisation name
(the full legal name, as written in your constitution)

1b Address for correspondence

1c Main contact person

1d Telephone number **Fax number**

Email address

2a What is the status of your organisation? (Tick all that apply)

Registered charity Registration number

A non-registered voluntary organisation

Special school

Other voluntary organisation (please give details)

2b What date did your organisation start?

2c Who is your governing body (eg. management committee/board of trustees/local authority)?

2d On what basis do they work for you? Paid Voluntary

2e How many paid people does your organisation employ? Full-time Part-time Volunteers
(please include structure chart of organisation/management/staff) (Less than 21 hours a week)

Section B – what your organisation does

3a What are the main aims of your organisation?

(we don't need details of your project yet)

3b Where does your organisation currently operate?

England

Wales

Scotland

Northern Ireland

Overseas (state where)

3c How many people benefit from your work?

3d What is the age range of those who will be helped by this grant?

Section C – about the finances of your organisation

You must enclose a copy of your latest report and accounts. If you're a new organisation, then please enclose income and expenditure projections for the whole organisation.

Figures for financial year ending		<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	(please complete)
4a Income		4b Expenditure	
Statutory	£ <input type="text"/>	Direct costs (staff, premises)	£ <input type="text"/>
Fund-raising	£ <input type="text"/>	(administration, fund-raising)	£ <input type="text"/>
Sale of goods/services	£ <input type="text"/>	Other	£ <input type="text"/>
Investment income	£ <input type="text"/>	Total	£ <input type="text"/>
Other	£ <input type="text"/>		
Total	£ <input type="text"/>		
4c Operating surplus/deficit (delete whichever is not applicable)		£ <input type="text"/>	
4d Reserves		£ <input type="text"/>	
4e Total net assets (buildings, equipment, investors, stocks, debtors, cash and deposits less liabilities and provisions)		£ <input type="text"/>	

4f Give details of any planned major projects if applicable

(eg. appeals for new buildings or major development plans)

Section D – about the project you are asking us to fund

It must be a capital project to help young people up to the age of 18 who are in some way socially, physically or mentally disadvantaged.

5a What are the aims and objectives of the project you are seeking funding for?

(include details of where it will happen)

5b How much money are you applying for?

(normally between £3,000 and £10,000)

£

5c How would you spend the grant?

(At least 75% must be on capital expenditure. We only allow up to 25% of the total grant to go towards core funding, salaries etc.)

5d How does your project meet the aims of our theme?

5e How many children/young people will directly benefit?

5f How will they benefit?

5g How will you measure/evaluate success?

5h What is the date set for completion of the project?

(if applicable, include timetable with milestones)

6a What other facilities, if any, exist in the local area?

(if others exist, tell us why it is important for all projects to exist and how your organisation provides a service not covered by the others)

6b How will your project work with them?

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Section E – about the finances of your project

7a What is the total capital and revenue cost of this project?

(this should include the total cost of the whole project and not just the amount you are applying for)

Capital

New building	£
Refurbishment	£
Mobility equipment	£
Independent living aids	£
Medical equipment	£
Communication aids	£
Vehicle	£
Other (please specify)	£
Total capital costs	£

Revenue (a year)

Staff costs	£
Running expenses	£
Training costs	£
Premises costs	£
Other (please specify)	£
Total revenue costs	£

Any additional information?

7b Explain how you will, or already have, raise/d the balance of funds?

Source	Already raised	Pledged	To be raised	Total
Statutory	£	£	£	£
Fees charged	£	£	£	£
Corporate/trusts	£	£	£	£
Fund-raising (formerly Lottery)	£	£	£	£
Community funding	£	£	£	£
Other	£	£	£	£

7c How many additional staff are required for the project?

7d

7e Who should we make the cheque payable to, if your application is successful?

(this must be the Registered Charity or voluntary organisation)

Thank you for completing this form

Completed by (block capitals please)	<input type="text"/>
Position in organisation	<input type="text"/>
Date	<input type="text" value="D"/> <input type="text" value="D"/> <input type="text" value="M"/> <input type="text" value="M"/> <input type="text" value="Y"/> <input type="text" value="Y"/>
Telephone number	<input type="text"/>
Email address	<input type="text"/>
Signature	<input type="text"/>

Please return to:

The Openwork Foundation, UK Life Centre, Station Road, Swindon SN1 1EL.

Telephone: 0870 608 2550

(Please send your completed application form direct to us and not to your Openwork sponsor.)

- The Foundation team will keep you posted with the progress of the application.
- Applications will be considered throughout the year subject to the availability of Openwork Foundation funds.
- Please read our funding criteria when completing this application.
- For further information visit our website www.openwork.uk.com

For Openwork Foundation use only

Name of organisation	<input type="text"/>		
Amount requested	<input type="text" value="£"/>		
Amount agreed	<input type="text" value="£"/>	Funding rejected	<input type="text"/>
Purpose (ie. equipment, refurbishment, building extension, library, minibus)	<input type="text"/>		
	<input type="text"/>		
Cheque payee	<input type="text"/>		
Openwork sponsor	<input type="text"/>	Date	<input type="text" value="D"/> <input type="text" value="D"/> <input type="text" value="M"/> <input type="text" value="M"/> <input type="text" value="Y"/> <input type="text" value="Y"/>