

THE 29th MAY 1961 CHARITABLE TRUST

APPLICATION FORM QUESTIONS

Please note this is **not** the online application form. It is a list of the questions appearing on the online application form.

Please view these questions alongside our **Application Form Guidance** which is available on our website.

Questions marked with a * are mandatory.

If a question does not appear when you complete your application this is because certain questions are only triggered when a specific answer to a previous question is given.

YOUR ORGANISATION
Organisation full legal name*
Other name(s) your organisation uses if relevant eg trading as
Number and street name*
Town/City*
Postcode*
Organisation phone number
What is your organisation's charitable status?*
<i>Choice will be one of the following:</i>
<ul style="list-style-type: none"> • Registered UK Charity / CIO (we will ask for your registered charity number*) • Exempt Charity • Excepted Charity • Other (we will ask you to specify*)
Year and month organisation established
Please provide a brief paragraph to tell us what your organisation does and what work you are seeking funding for* (Please read Application Form Guidance . This question has a maximum character limit of 400.)
Please provide a link to your organisation's website
Does your organisation have a safeguarding policy in place?* Yes/No (Please read our Safeguarding Policy available on our website.)
Does your organisation work with children or adults at risk ie as beneficiaries, service users or volunteers?* Yes/No
<i>If you answered Yes to the above question we will ask:</i>
Have any reportable safeguarding incidents occurred in the last 5 years?* Yes/No <i>If you answer Yes</i>
Please provide details below* (maximum character limit 400)

PRIMARY NAMED CONTACT
<i>This will be the person we will contact regarding this application</i>
Title eg Mr/Mrs/Ms
First name*
Surname*
Role in organisation
Is your contact address different from your organisation's registered address?* Yes/No <i>If you answer 'Yes' to the above question we will ask you to provide:</i>

Contact address* Town/City* Postcode*
Email address*
Confirm email address*
Telephone number*
Alternative telephone number
Is this contact a trustee of the organisation?* Yes/No <i>If you answer 'No' to the above question we will ask you to provide details of a trustee of your organisation – see next section.</i>

NAMED TRUSTEE
<i>This section will only appear if you answered 'No' to the previous question. You should only complete this section if the Primary Named Contact is not a trustee of your organisation. We may contact this trustee regarding the application.</i>
Title eg Mr/Mrs/Ms
First name*
Surname*
Is your contact address different from your organisation's registered address?* Yes/No <i>If you answer 'Yes' to the above question we will ask you to provide:</i> Contact address* Town/City* Postcode*
Named trustee email address*
Confirm named trustee email address*
Telephone number*
Alternative telephone number

FINANCIAL INFORMATION
<i>Please note: if the financial information requested below is not available, we may not be able to consider your request for a grant.</i>
Is your most recent inspected / audited financial report available on the Charity Commission website?* Yes/No <i>If you answer 'Yes' to the above question we will ask you to provide a link to your financial report on the Charity Commission website ie Please provide a link</i> <i>If you answer 'No' to the above question you will see the following message:</i> <i>“At the end of this application form you will be asked to upload a copy of your latest audited / inspected accounts. If your organisation is too new to have annual accounts, please attach a copy of your latest management accounts, which should include your income and expenditure account with balance sheet.”</i>
Have you previously received a grant(s) from us?* Yes/No <i>If you answer 'Yes' to the above question we will ask:</i>
Was your last grant paid to you within the last 24 months?* Yes/No

ABOUT YOUR APPLICATION

Funding Descriptor (*maximum character limit 95*)

It is important you follow the **Application Form Guidance** for this question

Are you requesting funding for activities taking place entirely in the UK? * Yes/No

What type of funding do you require?*

Choose one from the following:

- *Project specific costs*
- *Core / running costs*
- *Capital costs*

Total amount of funding you are requesting*

Please indicate below whether you are applying for the above amount as a one-off payment or is the total amount above to be split equally over two or three years*

Choose one from:

- *One-off*
- *Two-year split*
- *Three-year split*

Total cost of project / activity*

Where applicable, please list names of other organisations you have approached for support in relation to this application. Please indicate where funding has been confirmed

What are the predicted timescales for delivery of the work?

Start Date (*DD/MM/YYYY*)

End Date (*DD/MM/YYYY*)

Which of the following categories does your application fall under? Please choose the one that best matches your request* (**See *Application Form Guidance***). *Choose one of the following:*

- *Arts and Museums*
- *Conservation and Protection*
- *Employment, Education and Training*
- *Homelessness and Housing*
- *Leisure, Recreation and Youth*
- *Medical (we do not fund Medical Research)*
- *Offenders*
- *Social Welfare*

If a grant is awarded, which of the following geographical areas will benefit from this grant? Please choose the one that best matches your request* (**See *Application Form Guidance*** for choice list). *Choose one of the following:*

- *Midlands*
- *London*
- *Northern England*
- *Southern England*
- *Northern Ireland*
- *Scotland*
- *Wales*
- *National*

YOUR REQUEST

(Please see Application Form Guidance)

Please provide a summary of your request for support*

Please note: This section should not direct the reader to other answers within this application or include links to information elsewhere – it should be a stand-alone summary

of your request. Any supplementary information should be attached as a separate file below.

How did you hear about The 29th May 1961 Charitable Trust? Please select all that apply

- We have previously applied for a grant from you
- Charity Commission website
- Search Engine
- Recommended by another organisation / word of mouth
- Social Media
- Other

FILE UPLOADS

Please note: file uploads must take place immediately prior to submitting.

This is where you upload any files to support your application although it is not expected that you will need to upload any supplementary files.

If, in the FINANCIAL INFORMATION section you could not provide a link to your financial report on the Charity Commission website, you will be asked to:

Please upload a copy of your organisation's most recent audited /inspected financial report. (If your organisation is too new to have annual accounts, please attach a copy of your latest management accounts, which should include your income and expenditure accounts and balance sheet.)*

It is important that you follow the **Application Form Guidance** as files must be uploaded immediately prior to submitting your application ie do not Save and Resume after loading files as they will not be saved.

DECLARATION

The declaration will appear as:

To the best of my knowledge I can confirm the following:

- I am authorised to submit this application on behalf of the above organisation.
- I am the Primary Named Contact listed on this application.
- The information within this application is correct.
- I will inform The 29th May 1961 Charitable Trust immediately of any changes to the information provided above.
- I give permission for The 29th May 1961 Charitable Trust to:
 - hold and process this information in accordance with the Privacy & Cookie Notice which is compliant with GDPR and can be found on the Trust's website
 - use details from this application for reporting purposes should a grant be approved by the trustees.
- I confirm that, should a grant be awarded, we will abide by the Grant Terms & Conditions which are available on the Trust's website
- I am aware that if I do not provide all the information requested eg annual accounts for the most recent financial year, the Trust may not be able to consider this request for a grant.

I confirm

Name*