Arkleton Trust

Application Form

Before you spend time filling in this form please make sure that you have read about the programme of support that Arkleton is offering for 2018. We are unable to accept applications that do not fit this programme.

Applicant Contact Details

Applicant's Name	
Organisation Name	
Type Of Organisation? (e.g. NGO, charity, Government Dept, University)	
What Governance Structures Do you Have in Place (e.g. Board of governers, Trustees, CEO)	
How often and when do your governors meet?	
Web address of Organisation	
Existing social media (Facebook / Twitter etc)	
Contact Address	
Contact Email	
Contact Phone Number	

Project Description

What is the title of your project?

In up to 100 words, please describe your whole project (This is the entire project, not just that part which is subject to this funding application)

In up to 100 words describe that part of the project you wish Arkleton Trust to Fund and **why** you want us to fund it. (This is the discrete part of the project described above which you wish to identify as funded by Arkleton Trust) Please note we do not usually fund into a general pot for a project).

Who will be funding the balance of the project cost?

Dates

What is the proposed start date for your entire project?	
What is the proposed end date for your entire project	
If this is a phased project please give details of the dates for each part of the project, specifically identifying the part that you wish Arkleton Trust to fund.	

Tell Us More About Your Project

(No more than 100 words per answer please).

What is the main aim of your project?

What is the main difference that your project will make and to whom?

What outcomes and outputs will the main project produce?

What value will Arkleton's part of the project add in terms of shared learning and expertise?

Why have you chosen the Arkleton Trust to apply for support?

Does your project address learning and expertise about any of the Sustainable development Goal topics (or allow participants to learn more about how to address them)? If so, which ones?

What impact will the project have on participants' ability to participate in rural development in their communities?

What Knowledge and Expertise will the participants share to ensure that the project legacy is perpetuated after the funding is finished?

What mechanisms will be in place for monitoring the on-going / continued impact from the project? And, how will you measure the success of participants at sharing their knowledge after they have completed this project?

How will the participant(s) share this knowledge once returning home?

Are there any risks that could prevent this project happening and what mitigation have you put in place?

People Taking Part

Estimated number of people taking part	
Names and background of each participant – if known (If more than four please use separate sheets)	

BUDGET

If there is insufficient space below please add extra pages.

Item or activity	Description	Total amount (£)	How have you calculated this	Amount requested from Arkleton Trust (£)
e.g. Training	2 x Workshops	300	Room hire – 50, training equipment – 200, meals - 50	300

Do you have other cash funding for our project?

Y/N (delete as appropriate)

Organisation Name	Organisation Type	Amount (£)	Confirmed?

Do you have any non-cash or In-kind Funding?

Y/N (delete as appropriate)

Organisation Name	Organisation Type	Description of Contribution	Confirmed?

Documents we need to see

Documents	Attached	Posted	N/A
1. Governing Document (e.g. constitution, memorandum of articles, trust deed (not needed for statutory bodies)			
2. Copy of most recently audited or verified accounts (not needed for statutory bodies)			
3. Organisation's income and expenditure forecast for three years if audited accounts are not available – i.e. new organisation)			
4. Evidence of partnership funding			
5. Any other relevant additional evidence supporting your application			

Next steps

Applications should be submitted in the first instance by email to Nicola@arkletontrust.co.uk

Please ensure your application form is accompanied by the required supporting evidence.

The trustees' next meeting to consider applications will take place in late May, 2018, so those wishing their application to be considered at that meeting should submit them by no later than 15 April 2018. Applications submitted after that date, unless exceptional circumstances apply, will be deferred until the next trustees' meeting in September / October, 2018.