

Data Protection Act: Although this application is for the attention of the Trustees of the All Saints Educational Trust, it may be appropriate – unless you object – for this information to be shared with other Church College Charitable Trusts which might be able to help.

ALL SAINTS EDUCATIONAL TRUST

FORM OF APPLICATION FOR A GRANT TO BE USED BY A CORPORATE BODY OR OTHER ORGANISATION

It is suggested that intending applicants should contact the Clerk to discuss any proposed application before it is submitted. The Clerk will be able to give guidance on *prima facie* eligibility and compliance with the Trust’s Terms of Reference. Contact details for the Clerk are to be found elsewhere on this form or the website. Word ‘allowances’ where indicated in certain sections of the form are *maxima*, for guidance only. (Directors will, however, not necessarily be impressed by longer responses.) In answering the relevant questions, please use a separate sheet of paper *or*, if responding on-line, simply expand the space between questions to the extent needed.

Completed forms must be received no later than 1st March 2019.

A. CONTACT INFORMATION

- 1. Name / Title of Corporate Body or other organisation (referred to throughout as ‘the organisation’)

- 2. Address _____

_____ Post Code _____

Telephone _____ Email _____

- 3. Name and status of person(s) making the application on behalf of the above:

To comply with the common reporting standard, please provide details where you are tax resident. You must provide the entity’s classification and tax identification number.

4. Other contact information (if different from above):

Post Code _____

Telephone _____ Email _____

B. GOVERNANCE AND MISSION

5. Is the organisation a UK registered charity? If so, please state the charity registration number:

6. Please outline briefly the history of the organisation and the current structure of the governing body or Board (e.g. how many Trustees and the method of appointment or election.) [400 words]

7. Please describe the current purpose, commitments and work of the organisation. [500 words]

C. TITLE OF PROJECT OR SCHEME FOR WHICH FUNDING IS SOUGHT

8. Please enter here the title by which you wish your project or scheme to be listed on agenda papers to be circulated to the members of the Awards Committee:

D. JUSTIFICATION FOR REQUESTING AN AWARD FROM THIS TRUST

9. Please describe the project or scheme.[1,000 words]

10. The All Saints Educational Trust is an Anglican (Church of England) Trust and the Trustees are obliged by charity law to 'act in such a manner as will advance education in accordance with it' [from the Trust's 1979 Charity Commission Scheme, clause 9(3)]. For this reason, Trustees have to be generally satisfied that those to whom they offer awards understand and are in sympathy with the duty imposed on the Trust by the Charity Commission. Please describe, therefore, in what way the project or purpose concerned may be expected to benefit the Church's contribution to education within the framework of the objects of the Trust and in accord with its Vision and Mission Statements (attached). [500 words]

E. PREDICTED OUTCOMES AND LONGER TERM PROJECT SUSTAINABILITY

11. Other than the benefit to the Church's contribution to education (see question 10), what benefit to the wider society do you predict upon the conclusion of the project or the realisation of the purpose? What criteria will you employ to evaluate the outcomes? Who will carry out that evaluation? [500 words]

12. If the project/purpose is intended to continue after any award from the Trust has been utilised, how will the organisation ensure sustainability, given that further funding from All Saints may not be forthcoming? [300 words]

F. FINANCE

(a) Your finances

13. Please state the organisation's projected total income and expenditure for the current financial year.

Income: _____ Expenditure: _____

14. Please attach the most recent set of audited accounts and associated Annual Report.

15. Please list the three largest funders (if not the All Saints Educational Trust) supporting your organisation during the current financial year:

(i)

(ii)

(iii)

16. In respect of the present project/purpose, has your organisation approached any other charitable trust or potential corporate (or other) donor for assistance? If so, please list the bodies concerned and state the outcome(s) of these approaches.

(b)The amount(s) of financial assistance you are seeking from the Trust

17. Please give details of the amount(s) of money that you are seeking, and the elements of the project/purpose that will be funded by an award, if granted, *per annum*, where relevant.

Year One

Project 'headline' : _____

Funding sought: : £ _____

Year Two

Project 'headline' : _____

Funding sought: : £ _____

Year Three

Project 'headline' : _____

Funding sought: : £ _____

G.OTHER NOTES

18. You may enclose with this application form any other information or material you believe will support this application to the All Saints Educational Trust. Please be aware, however, that the attention paid to such additional information may be in inverse proportion to the quantity supplied.

19. If your organisation is awarded a grant, the Trust will appoint a 'Link Trustee' who will normally expect to join or, at least, stay in close touch with any management committee or project delivery team set up to administer the project or purpose concerned. Other conditions governing the confirmation of an award will be set out in a 'Form of Undertaking' which your organisation must assent to before funds are released.

Date: _____ Signed: _____

This application, when completed, should be returned as soon as possible to the Clerk, All Saints Educational Trust at:

**Knightrider House
2 Knightrider Court
London
EC4V 5AR**

Email: aset@aset.org.uk