**Please note that this is not the application form and should not be emailed to the Trust**.

**Welcome to our Community Programmes application form 2024.**

Enter the postcode where your activities will take place to find the correct trust for your area.

|  |
| --- |
|  |

**Postcode Neighbourhood Trust application 2024**

Please ensure you have read our [funding guide (opens in new window)](https://www.postcodesocietytrust.org.uk/media/jkeedbmc/postcode-society-trust-2024-funding-guide.pdf) before you proceed.

**Privacy statement**

We understand that applicants often have personal reasons for supporting or working with charities. However, please do not disclose such personal information on our forms. The personal data we require is limited to that which is specifically requested on the form which is used to identify you as the applicant on behalf of your organisation and your referees. We do not require any other personal information. Providing personal information will not assist your application and may result in it being rejected.

Application details will be shared with our partner organisation, Brevio Ltd, for the purposes of conducting due diligence checks on applicant organisations, Directors, and Trustees. Brevio Ltd may utilise data held with Companies House, OSCR and the Charity Commission for an Experian background check. Brevio Ltd may be in touch with the main contact provided in this application for clarification purposes.

Application details will also be shared with Citizens UK Charity, who manage the Living Wage Foundation. This will allow us to report on whether organisations applying to the Trust are living wage employers and whether they pay the living wage to staff.

We work with Clark Communications who provide communication services on behalf of the Trust, who may be provided with your name and image in regard to this service.

I have read and understood the [Information and Data protection Terms (opens in a new window)](https://www.postcodeneighbourhoodtrust.org.uk/about-us/privacy-policy)

|  |
| --- |
|  |

**Your Organisation’s Address**

|  |
| --- |
|  |

Organisation name

|  |
| --- |
|  |

Organisation address

Town

|  |
| --- |
|  |

Postcode

|  |  |
| --- | --- |
|  |  |

**About your organisation type**

**Which applies to you?**

-Registered Charity

- Charitable Community Benefit Society (CBS)

- Neither of the above

**Who are you registered with?**

* A charity registered with the Charity Commission in England and Wales or the Scottish Charity Regulator (OSCR)
* Charitable Community Benefit Society (CBS)
* Neither of the above

**What type of charity are you?**

* Registered Charity
* Charitable Incorporated Organisations (CIO)
* Scottish Charitable Incorporated Organisations (SCIO)
* Parochial church council

**Are you registered with Companies House?**

* Yes, we are registered with Companies House
* No, we are not registered with Companies House

**General eligibility questions**

These statements must all be true to be eligible to apply for funding through the Trust.

**Have you read our Funding Guide?**

* We have read the Funding Guide and understand that this application will not be considered if the criteria is not met.

**Governing Document requirement**

* We have a governing document in the name of our organisations with clear charitable objectives/aims.

**Funds need to be spent in GB**

* We are GB based and understand all fund will need to be spent on activities in GB.

**Governance requirement**

* We have a UK bank account in the exact name of the organisations that is applying with two unrelated signatories.

**No outstanding funding review**

* Our organisation does not have an outstanding review our evaluation form for a previous grant supported by players of People’s Postcode Lottery.

**Your work is not wholly restricted to the promotion of religion**

* Our governing document has at least one object which is non-religious in nature.

**We have not funded you in the last 12 months**

* We have not received funding through any Postcode Trust within the last 12 months (this is counted from the date payment was received into your organisations’s account).

**Your organisation has been operating for over 1 year and has a set of signed accounts**

* Our organisation has been operating for 12+ months **and** we have a signed set of accounts that have been audited/independently examined if required.

**Your organisation has all relevant policies in place at the time of this application.**

☐ Our organisation has all relevant policies in place (safeguarding etc)

**Funding theme and prioritised groups**

**We aim to support organisations whose aims and objectives align with one of our Trust’s funding themes. Please select one of the following funding themes which best fits with your organisation’s purpose:**

* Enabling participation in physical activity
* Enabling participation in the arts
* Improving biodiversity and responding to the climate emergency
* Improving green spaces and increasing access to the outdoors
* Preventing or reducing the impact of poverty
* Providing support to improve mental health (please note; we will only fund organisations that are actively supporting mental health issues, not general mental wellbeing activities)
* Supporting marginalised groups and tackling inequality

**Is your organisation specifically set up to support one or more of these groups? (please tick all that apply)**

* Specifically set up to support LGBT+ people
* Specifically set up to support disabled people
* Specifically set up to support communities experiencing racial inequity

**About your finances**

**Has your organisation been in operation for 12 or more months?**

Yes

No

**\*Do you have a signed set of accounts that have been audited/independently examined if required?**

Yes

No

We provide funding to organisations with an income less than £1 million and we will priorities prioritise organisations with an income of £250,000 or below.

We will fund no more than 1/3 of your organisation’s overall income. Your answer below must match the income in the accounts that you submit with your application. Your application will be ineligible if the figures do not match.

**What was your organisation's total income in the last financial year?**

|  |
| --- |
|  |

**Remaining Organisation Questions**

**What are your organisation’s social media handles?**

**What is your organisation’s website?**

**How many Trustees does your organisation have?**

**FOR SCOTTISH CHARITIES ONLY: Please provide the full names of each of your Trustees (0/700 Characters)**

**Are any of your Trustees/Directors/Committee members related?**

Yes

No

**How many paid employees does your organisation have?**

**Is your organisation an accredited Real Living Wage Employer?**

Yes

No

**If your funding request will be used towards staff costs, will these staff be paid in line with the Real Living Wage?**

Yes

No

Not applicable

**How many volunteers does your organisation have?**

**Does your organisation have a reserves policy?**

Yes

No

**What are your current reserves?**

**Has your organisation incurred any significant losses or debts in the last 3 years?**

Yes

No

**What does your organisation do and how are you [insert funding theme]**

0/1000 Characters

**You have outlined how your organisation [insert funding theme]. Who are the people that you support?**

0/750 Characters

**Please explain how the people you support have an input into the services you provide.**

0/750 Characters

**When would your organisation finish spending these funds? (Format: DD-MMM-YYYY)**

**How much funding are you requesting from the Trust?**

**We will use these details to contact you as the applicant and lead for the funding. You will receive an email to this address following the successful submission of this form.**

**Main Contact Details**

\*First name (Main Contact)

\*Last name (Main Contact)

\*Email address (Main Contact)

\*Phone number (Main Contact)

\*Mobile (Main Contact)

**Referee process**

**Referees**

**We require the details of two contactable referees for your organisation.**

**These can be from any of the below:**

* a partner organisation that you have worked with
* a funder of a project that you have delivered
* a contact at your local authority
* a contact from a third sector support organisations

**These cannot be:**

* a member of your organisation, including a trustee
* a third party confirming on your referee’s behalf
* someone that does not know you (the applicant)

Referees must be contactable using the details provided in order for us to make a prompt assessment. Contact will be made within four weeks of your submission. Please ensure that you obtain prior consent from both referees before including them in the form.

We will keep the information you have provided, and their reference, for up to three years. This is to show that due diligence has been carried out on your organisation, ensuring funds awarded have been used for charitable purposes.

**Please provide a professional/organisation email address where possible.**

**Referee 1:**

\*First name (Referee 1)

\*Last name (Referee 1)

\*Job title (Referee 1)

\*Email address (Referee 1)

\*Phone number (Referee 1)

**Referee 2:**

\*First name (Referee 2)

\*Last name (Referee 2)

\*Job title (Referee 2)

\*Email address (Referee 2)

\*Phone Number (Referee 2)

**\*How did you hear about our funding opportunities?**

- Funding workshop/Local MP

- Press

- Another organisation

- A Player of People's Postcode Lottery

- From a previous applicant

- I am a previous applicant

- Web/Internet search

- Grants/organisation Newsletter

- A local Community Voluntary Service (CVS)

- Social Media

- Other

**\*We like to tell players about the groups that are supported, your answers to these questions do not form part of the assessment of your funding application and will only be used if your group is awarded funding.**

0/140 Characters

**\*Please briefly explain how you are likely to use the grant if you are successful. We understand that because the funding is unrestricted this may change. Eg Funding facilitated a weekly sports group to help improve the mental health of children impacted by the pandemic.**

0/140 Characters

**If you would like to receive updates by email and / or information on future funding opportunities, then please tick the boxes below.**

**News**

**Events**

**Future Funding Opportunities**