



The Beryl and John Trust

Charity No

1158993

Grant Application Form – Organisation – Guidance

Do you qualify for a grant from the Beryl & John Trust?

Your group must have its own Constitution and Bank Account.

You must be a small, independent group or registered charity.

Your total assets in cash or bank accounts should not normally exceed £100,000 (Up to £125,000 if you have already received other grants towards your current project).

You should not be a local branch of a larger charity.

The Project

The total value of the project should not exceed £25,000

Frequency of Applications

You may only apply for a grant towards your project once in 12 months. If your request is refused please do not apply again during the 12 months following the date of our refusal; if you are offered a grant please do not apply for another during the 12 months following receipt of the funds into your own Bank account.

If you are refused a grant towards your project you may apply again for a grant towards another project within the 12 month period, but you will need to show clearly that this is a distinct and separate project.

The Trustees decision is final. The Trustees reserve the right to refuse any applications, without explanation to the applicant. However, we aim to provide useful comments wherever possible.

Documents required with your application:

- Your Constitution
- A list of your Committee Members
- Your latest annual accounts
- A copy of your latest Bank Statements (for every account held)
- A plan and location plan for your project
- Confirmation of Landowners consent
- Two quotes
- Photos of the site, before work commences
- Proof of offers from other funders
- Any other information that helps us to understand your project

The first four items must be sent with any application, the remainder should be sent , if appropriate to your application.



Charity No 1158993

The Beryl and John Trust

Grant Application Form – Organisation

Name of Organisation _____

Main contact person _____

Position in the organisation _____

Address for correspondence _____

Tel: _____ Email _____

Legal status of your organisation (Please tick those that apply)

☐

Voluntary Organisation

☐

Registered Charity No. _____

☐

Housing Association

☐

Company limited by guarantee No. _____

☐

Other, please state _____

Start date of your organisation _____

Title of your project _____

Funding requested _____ (max £1,000) How many people will benefit?

Please provide a signed copy of your latest organisation accounts.

Please provide a list of your committee members.

Tell us about your project:

Use an extra page, if necessary

How will your project benefit local people?

Please provide a breakdown of the costs of your project, and how you intend to raise this amount

Items & services (project costs)	Amount required	Amount requested from the B & J Trust
Total Costs		

Funding requested from:	Amount	Current status:
Total funding		

Under 'Current status' please indicate whether a grant has been applied for, the likely date to know of its success, or not, or if it has already been agreed.

How will you measure if your project has been successful?

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Declaration

When you have completed this application please sign this declaration.

To the best of my knowledge the information I have provided is correct. Any donation awarded towards this project will be used exclusively for the project, or returned. Proof of expenditure (report, receipts and photos) will be provided upon request.

Signed _____ Date _____

Return the form and enclosures to: **Applications, 9 Hartland Close, Belmont, Hereford HR2 7SL**