NOVUM TRUST

GRANT APPLICATION FORM

**Please refer to the Guidance Notes accompanying this form  
before typing inside the blank boxes.**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| **Section 1: APPLICANT** | | | | | | | | | | | | | | | | | | | | | | | | |
| **1.1** | **Organisation/Congregation** | | | | | | |  | | | | | | | | | | | | | | | | |
| **1.2** | **Contact Name and Address** | | | | | | |  | | | | | | | | | | | | | | | | |
| **1.3** | **Email** | |  | | | | | | | | | | **1.4** | | | **Telephone** | | | |  | | | | |
| **1.5** | **Position in Organisation/Congregation** | | | | | | | | | | | |  | | | | | | | | | | | |
| **Section 2: THE PROJECT** | | | | | | | | | | | | | | | | | | | | | | | | |
| **2.1** | **Project Name** | | | |  | | | | | | | | | | | | | | | | | | | |
| **2.2** | **Location** | | | |  | | | | | | | | | | | | | | | | | | | |
| **2.3** | **Briefly state the aims of this specific project, and what you will actually do.** | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | |
| **2.4** | **Why do you want to undertake this project?** | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | |
| **2.5** | **What specific outcomes do you hope to achieve as a result of it?** | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | |
| **2.6** | **How will you monitor these outcomes?** | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | |
| **2.7** | **What makes this project ‘new’ and why is it suitable for the Novum Trust?** | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | |
| **2.8** | **Please give any further information in support of your application.** | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | |
| **Section 3: BUDGET** | | | | | | | | | | | | | | | | | | | | | | | | |
| **3.1** | | **Estimated total cost of your specific project** | | | | | | | | | | | | | | | | **£** | | | |  | | |
| **3.2** | | **Breakdown of these costs** | | | | | | | | **Item / Activity** | | | | | | | | |  | | | **Amount (£)** | | |
|  | | **(please list each item/activity and its cost, eg Events, Office costs, Equipment, Resources, Training, Travel, Venue)** | | | | | | | |  | | | | | | | | | **£**  **£**  **£** | | |  | | |
| **3.3** | | **Funding already secured** | | | | | | | | **Trust / Income source** | | | | | | | | |  | | | **Amount (£)** | | |
|  | | **Please include the contribution from your own organisation, other funding, grants and other income (eg sales, fees)** | | | | | | | |  | | | | | | | | | **£**  **£**  **£** | | |  | | |
| **3.4** | | **What amount are you seeking from the Novum Trust?** | | | | | | | | | | | | | | | | **£** | | | |  | | |
| **3.5** | | **What short fall would you still need to find?** | | | | | | | | | | | | | | | | **£** | | | |  | | |
| **3.6** | | **To whom should a cheque be made payable?** | | | | | | | | | | | |  | | | | | | | | | | |
| **Section 4: ACCOUNTS** | | | | | | | | | | | | | | | | | | | | | | | | |
| **Please provide accounts in summary form for a minimum of one year, if available:** | | | | | | | | | | | | | | | | | | | | | | | | |
| **4.1** | **Income** | | | | | **£** |  | | | | **4.2** | **Expenditure** | | | | | **£** | | | | | |  | |
| **4.3** | **Surplus/Deficit** | | | | | **£** |  | | | | **4.4** | **Cash at Bank** | | | | | **£** | | | | | |  | |
| **Section 5: REFERENCES** | | | | | | | | | | | | | | | | | | | | | | | | |
| **Please ensure you have permission to include the referee’s details in the application.** | | | | | | | | | | | | | | | | | | | | | | | | |
| **5.1** | | **Referee Name and Address** | | | | | | |  | | | | | | | | | | | | | | | |
| **5.2** | | **Email** | |  | | | | | | | | | **5.3** | | | **Telephone** | | | | |  | | | |
| **5.4** | | **Office/Position** | | | |  | | | | | | | | | | | | | | | | | | |
| **Section 6: MISCELLANEOUS** | | | | | | | | | | | | | | | | | | | | | | | | |
| **6.1** | | **Have you applied previously to the Novum Trust?** | | | | | | | | | | | | |  | | | | | | | | | |
| **6.2** | | **If yes, please indicate date and result.** | | | | | | | | | | | | |  | | | | | | | | | |
| **6.3** | | **How did you hear of the Novum Trust?** | | | | | | | | | | | | |  | | | | | | | | | |
| **6.4** | | **Are you happy for details of your application to be used in Novum Trust publicity should your application be successful?** | | | | | | | | | | | | | | | | | | | | | |  |
| **Section 7: DEADLINES** | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | **Please note that the deadline for receiving applications is 15 April (to be considered at the May meeting) and the 15 October (to be considered at the November meeting)** | | | | | | | | | | | | | | | | | | | | | | |

Once completed, please send form to [contact@novumtrust.org.uk](mailto:contact@novumtrust.org.uk).