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.