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| **Downlands Trust use only** |
|  **App. Reference** |  |
|  **App. Received** |  |
|  **Decision** |  |
|  **Notified** |  |

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**This form should be completed electronically and then submitted by email to grants@downlandstrust.org.uk**

**DOWNLANDS TRUST - GRANT APPLICATION**

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| --- | --- |
|  **Name of organisation applying for funds:** |  |
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| --- | --- |
|  **Address of organisation and postcode:** |  |
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| **What project are you requesting funds for, and at which location? (attach drawings, costings, descriptions)** |
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| --- | --- |
|  **Expected project start/end dates:** |  |
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| --- | --- |
| **Are you carrying out the project using your own resources? (Yes/No)**  |  |
| **Or will the work be carried by a contractor? (Yes/No)**  |  |
| **Or are you bidding for tools? (Yes/No)** |  |

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| **How do you believe that your project meets our requirements of:-** |
| **1. Promoting for the benefit of the public the conservation of the physical and natural environment through management of the countryside?** |
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| **2. Advancing the education of the public in the conservation and management of the physical and natural environment?** |
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| **What amount of money are you applying for?** |
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| **What are your own financial resources or limitations? Why are you seeking a grant?** |
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| **Is your project being funded from other sources? (Yes/No)** |  |

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| **If yes, how is the balance to be funded (amounts and sources)?**  |
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| **Your organisation’s bank account details:** |
| **Account name** |  |
| **Sort Code** |  |
| **Account number** |  |

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| **Please submit with your application a copy of your:** |
| **Constitution or Articles** |
| **Most recent accounts** |

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| **By completing the details below, you agree that this application and any grant awarded will be subject to Downlands Trust terms and conditions, unless agreed or supplemented otherwise.** |
| **Name:** |  |
| **Position:** |  |
| **Date of application:** |  |
| **Contact details** | **Tel.** |  |
| **Email** |  |

**TERMS & CONDITIONS OF AWARD BY THE DOWNLANDS TRUST.**

**Definitions**

**The Trust = The Downlands Trust.**

**The Trustees = Those individuals named as Trustees of the Trust at the time of the application being considered by the Trust.**

**The Applicant = The organisation applying for a grant of money for a specific project from the Downlands Trust.**

**The Project = That which is proposed to be bought, made or actions executed as described by the Applicant in this application and to be actioned by the Applicant in accordance with the time scale agreed by the Trust.**

**Terms and conditions**

1. **An application for the granting of funds will only be considered when the Trust has received a completed and signed application form from the applicant. This application will be deemed to have been signed by the person whose name has been entered above.**
2. **The signature on the application form on behalf of the Applicant shall be binding and the signatory shall be deemed to have the authority to act for and on behalf the Applicant.**
3. **The Trustees will consider grant applications at the next scheduled meeting after their receipt of a completed and signed application form.**
4. **With regard to each application the decision of the Trustees shall be final.**
5. **The Applicant will be notified of the Trustees’ decision by email.**
6. **A rejected application may be re-submitted by the Applicant if further supporting evidence is to be made available.**
7. **The payment of an awarded grant will be made electronically to the organisation’s bank account, unless otherwise agreed, as cheques issued by the Trust require a number of signatures and may take up to 4 weeks to issue.**
8. **The Trustees shall decide on the schedule of payment(s) to the Applicant along with the timing of and definition of suitable evidence to be provided by the applicant either during the project or on completion of the Project.**
9. **The Applicant will provide updates on progress and photos of the project for which the grant is given.**
10. **The Applicant shall be liable to repay the monies granted to them by the Trust for the Project in full if demanded by the Trust up until such time as all the required evidence required by the Trust is seen by the Trustees and within the required time scale.**
11. **Where extraordinary work is needed on behalf of the Trust to grant monies &/or administer payment(s) &/or verify works within and to completion of a Project the Trust shall charge a reasonable fee that shall be notified to the Applicant.**
12. **The Trust reserves the right to alter and amend these Terms and Conditions.**

**Downlands Trust use only.**

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| **Does this application meet our criteria? (Yes/No)** |  |

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| **Briefly, how?** |
| **1. Promoting for the benefit of the public the conservation of the physical and natural environment through management of the countryside** |
|  |
| **2. Advancing the education of the public in the conservation and management of the physical and natural environment** |
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| **Grant to be awarded? (Yes/No)** |  |

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| --- | --- |
| **Date of approval:** |  |
| **Value of grant to be awarded:** |  |

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| --- |
| **Payment schedule/Notes/Conditions** |
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