

Programme Two – Community Led Innovation

About your Organisation

Organisation Name	
Charity Number	

Organisation Contact Details	
Address	
Lead Contact	
Position	
Telephone	
Email	<i>This should be the principle email address where all correspondence is sent to. If correspondence is being sent to individuals, please include additional email address(es) of secondary contact(s) to ensure that correspondence is received.</i>
Website	

1. What does your organisation do and who does it support?

(500 words max)

Please provide a summary of the organisation. 500 words max.

2. Please tell us the initiative you would like us to support and how this will make a difference in your community?

(500 words max)

Tell us about the services/activities you will deliver and what the difference for the people you support will be. Please refer to the Quality of Life Goals in the scheme guidance. 500 words max.

3. How much will your initiative cost?

Please provide itemised detail of all costs involved. If only requesting part funding, please detail match funding arrangements in place to progress initiative.

4.

Cost Item	£
Total Cost	£
How much are you applying for?	<i>From £500 to £3,000</i>
Source of additional income if required?	<i>Detail the source of any additional income that is required for initiative to occur.</i>

Independent Referee

Constituted Groups or newly Registered Charities who have not yet produced annual accounts, please provide details of an Independent Referee.

Name:	
Position within Community:	
Telephone	
Email	

This should be someone who knows the work of your organisation but is not directly connected to it. Having someone from your community vouch for your work lets us know that you are well linked in within your local community and are known to others. We may contact your independent referee as part of the assessment, please make sure you have their permission to provide their details and that they are happy for us to contact them.

5. Does the work of your organisation involve children, young people or vulnerable adults?

YES	<input type="checkbox"/>
NO	<input type="checkbox"/>

IF YES – Please include a copy of your Adult/Child Protection policies and procedures.

Supplementary information required:	Included
	✓
Copy of applicant's Governing documents	<input type="checkbox"/>
Copies of your organisation's most recent independently reviewed financial statements	<input type="checkbox"/>
Copy of a recent bank statement in the name of group or charity	<input type="checkbox"/>
Organisation's Management Committee / Board Representatives	<input type="checkbox"/>

6. Does your organisation have a minimum of three members on its Board or Committee, at least two of whom are unconnected?

YES	<input type="checkbox"/>
NO	<input type="checkbox"/>

Failure to provide required information or answer questions will mean we cannot consider your application.

Declaration

This declaration is to be signed by two authorised persons from the Organisation.

We confirm that, to the best of our knowledge and belief, all the information in this application form is true and correct, and that all possible alternative funding sources have been fully investigated.

Signed	
Print Name	
Position	
Date	

Signed	
Print Name	
Position	
Date	

Shetland Charitable Trust (SCT) takes your personal data and our obligations as a Data Controller under Data Protection Laws very seriously. The information provided by you will be stored by SCT on a central electronic database and will be used by SCT when; processing any funding applications made by you or your organisation, monitoring grants awarded, related administration, and evidencing its grant-giving charitable activities. The information will not be transferred out with SCT without your explicit consent, subject only to the transfer being necessary for SCT to comply with a legal obligation. SCT will only process your personal data in accordance with the Data Protection Laws. Please contact us if you have any queries about how your information will be used.

We strongly recommend that you save or copy your application before submitting it.

We will send you an email during normal office hours to acknowledge receipt.

To ensure your application is processed, please [contact us](#) if you do not receive an acknowledgement.