For office use only

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**Application Form**

**Before completing this application form, please note:**

The Alec Dickson Trust supports volunteering or community service projects organised and run by people under 30 years old. Please refer to <http://www.alecdicksontrust.org.uk/> for further guidance, including information on our funding criteria and types of project we do/don’t fund.

Please type or use black/blue pen to fill out the form and write clearly. All sections of this application form must be completed – ineligible or incomplete forms will not be accepted.

**YOUR DETAILS**

**First name: Last name:**

**Date of birth: Age:**

**Full postal address:**

**Telephone: Mobile:**

**Email:**

**Where did you hear about the Alec Dickson Trust?**

**YOUR PROJECT**

1. **What need in your community does your project aim to address? (150 words max.)**

**2. How will your project address the need you have identified? (150 words max.)**

**3. What are the main activities of your project? (300 words max.)**

**4. How would a grant from the Trust help you to deliver your project? (150 words max.)**

**5. How many volunteers will you involve in the project and what will they do? Where possible, please list the names and ages of the volunteers, and their individual roles. (150 words max.)**

(To add another row to the table, click outside the table at the end of the last row and press ENTER).

|  |  |  |
| --- | --- | --- |
| **Volunteer name** | **Age** | **Role** |
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**6. What is your role in the project? (50 words max.)**

**7. How does your project support and encourage youth volunteering? (150 words max.)**

**FUNDING YOUR PROJECT**

**How much funding are you seeking from the Alec Dickson Trust (up to a maximum of £500):**

**£**

Please provide a budget of how the funding will be spent (see example below). You can copy this onto a separate page if you need to.

**Example budget:**

|  |  |  |
| --- | --- | --- |
| **Item** | **Supplier** | **Cost** |
| 1 Sandwiches for volunteers | Tesco | £85.50 |
| 2 Train travel for volunteers | Virgin Trains | £174.60 |
| 3 |  |  |
|  |  |  |
| **Total grant requested** |  | **£260.10** |

**Your budget:**

|  |  |  |
| --- | --- | --- |
| **Item** | **Supplier** | **Cost** |
| 1 |  |  |
| 2 |  |  |
| 3 |  |  |
| 4 |  |  |
| 5 |  |  |
| 6 |  |  |
| 7 |  |  |
| 8 |  |  |
|  |  |  |
| **Total grant requested** |  |  |

**Have you received money from elsewhere? (Please put an X in the relevant box)**

Yes [ ]  No [ ]

If yes, please give details below of where the money came from and how much you received.

**When do you need the funds by?**

NB: Please refer to <http://www.alecdicksontrust.org.uk/> for guidance on the application process, including a timeline of when you can expect to receive your funding, should you be successful.

**If your application is successful, the Alec Dickson Trust will send a cheque for the grant value the trustees have agreed. Please detail below the individual or organisation that the cheque should be made payable to. Please include their full name, contact details, position and relation to you and/or the project.**

**Name of individual or organisation the cheque should be written for:**

**Contact name** (if different from above)**:**

**Position:**

**Full postal address:**

**Best contact telephone number / email address:**

**Relation to you / the project:**

**YOUR REFEREE**

Please give the details of someone who works in a professional capacity (i.e. not a friend or relative) who will be able to support your application. You must have known your referee for at least one year. Your referee should be somebody who is i) not involved in your volunteering or community service project; and ii) not part of the organisation which is seeking funding for this grant.

**Their name:**

**Their full postal address:**

**Their email address:**

**Their telephone number:**

**How do you know them?**

**PROMOTING THE ALEC DICKSON TRUST**

The Alec Dickson Trust would like to use successful projects to promote its work and inspire other volunteers. Please put an X in the box if you are willing to help promote the Trust in this way.

[ ]

Please email your completed application form to alecdicksontrust@gmail.com or post it to:

Alec Dickson Trust

18-24 Lower Clapton Road

Hackney

London

E5 0PD

Thank you.