**1 — ABOUT YOU**

|  |  |
| --- | --- |
| Organisation name: |  |

|  |  |
| --- | --- |
| Organisation website: |  |

|  |  |  |
| --- | --- | --- |
| Is your organisation based in Birmingham?  (delete or strikethrough as appropriate) | YES | NO |

Place a **X** in one box which most accurately reflects the structure of your organisation:

|  |  |  |  |
| --- | --- | --- | --- |
| Charitable Incorporated Organisation (CIO) |  | Consortium |  |
| Charity or Charitable Company |  | Partnership |  |
| Community Interest Company (CIC) |  | Trust or Foundation |  |
| Company limited by guarantee (CLG) |  | Unincorporated group |  |
| Company limited by shares (CLS) |  | Other — please describe below: |  |

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|  |  |
| --- | --- |
| Charity Number (if applicable): |  |

|  |  |
| --- | --- |
| Company Number (if applicable): |  |

Where did you hear about this opportunity?

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| --- |
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|  |  |  |
| --- | --- | --- |
| Is this your first application to the John Feeney Charitable Trust? (delete or strikethrough as appropriate) | YES | NO |

What was the outcome of any applications that you made to JFCT within the last five years?

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**2 — YOUR PROJECT or ACTIVITY — OVERVIEW**

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| --- | --- |
| Amount requested (£): |  |

Place a **X** in one box to show which category best describes what you are applying for:

|  |  |  |  |
| --- | --- | --- | --- |
| Arts project/activity |  | Heritage project/activity |  |
| Commission |  | Open Spaces project/activity |  |

|  |  |  |
| --- | --- | --- |
| Is your project/activity taking place in Birmingham?  (delete or strikethrough as appropriate) | YES | NO |

|  |  |
| --- | --- |
| Please tell us the location(s) where your  project/activity will be taking place: |  |

|  |  |
| --- | --- |
| Project/Activity Start Date: |  |

|  |  |
| --- | --- |
| Project/Activity End Date: |  |

Provide a brief summary of your project/activity — max. 40 words

(If your application is successful, this 40-word summary will be featured on our website — so you should describe your project/activity here as clearly and succinctly as possible.)

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**3 — YOUR PROJECT or ACTIVITY — DETAIL**

**A —** Tell us more about your project/activity by addressing the three prompts below:

* **Why This?** — what will happen during your project/activity, and why is it important or relevant for this project/activity to be delivered? — max. 150 words

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* **Why Here?** — why is your project/activity going to happen in the place(s) where you’ll be delivering it, and why is it important or relevant that it happens there? — max. 150 words

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* **Why Now?** — why is this the important or appropriate time for your project/activity to be happening? — max. 150 words

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**B —** Who do you want to experience or encounter your project/activity, and what kind of experience do you want them to have? — max. 150 words

(This might include audiences, participants, visitors or other members of the public.)

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**C —** Who will be delivering your project/activity, and what will they be doing? — max. 150 words

(This might include full-time or part-time staff, freelancers, volunteers and Board/Trustees.)

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**4 — ATTACHMENTS**

Below is a checklist of the attachments we require in support of your application. We do not require and therefore cannot accept or consider CV’s, cover letters, annual reports or any other supporting information. In the event that Trustees would like to know anything else in order to reach a decision, we will contact you directly with a request for specific information.

**Required attachments for all applicants — preferably in PDF format**

**ACCOUNTS** — provide your organisation’s most recently prepared or published Annual Accounts. (If the accounts for your last financial year have not yet been completed, provide the accounts for the previous financial year instead.)

Please save/attach the document as: **‘INSERT ORG NAME’ Accounts**

|  |  |
| --- | --- |
| Place a **X** in this box to confirm you have provided your Annual Accounts: |  |

**BUDGET** — provide the Income and Expenditure budget for your project/activity (showing other sources of funding, if applicable) — using the Excel template which is available on our website.

Please save/attach the document as: **‘INSERT ORG NAME’ Budget**

|  |  |
| --- | --- |
| Place a **X** in this box to confirm you have provided your Income and Expenditure budget: |  |

**CONTACT INFORMATION** — provide contact information for your organisation and the person who will be the lead applicant — using the Word template which is available on our website.

Please save/attach the document as: **‘INSERT ORG NAME’ Contact Information**

|  |  |
| --- | --- |
| Place a **X** in this box to confirm you have provided your Contact Information: |  |

**Additional attachment for Commissions only: preferably in PDF format**

**COMMISSIONED PEOPLE INFORMATION** — provide information about the people you intend to commission as part of your project/activity, including links to examples of previous work

Please save/attach the document as: **‘INSERT ORG NAME’ Commissioned People**

|  |  |
| --- | --- |
| Place a **X** in this box to confirm you have provided information about the people you intend to commission: |  |

**5 — SUBMISSION**

Once you have completed this form:

* save it in PDF format as: **‘INSERT ORG NAME’ Application Form**
* send it by email along with all required attachments before 5pm on 31st March to: **applications@feeneytrust.org.uk**