



SAIL AID UK GRANT APPLICATION FORM

(Updated November, 2017)

PLEASE READ THE ACCOMPANYING NOTES FOR APPLICANTS AND COMPLETE FULLY ALL RELEVANT SECTIONS.

PLEASE NOTE, WE DO NOT ACCEPT HAND-WRITTEN APPLICATIONS.

WE HAVE NO SPECIFIC DEADLINES FOR THE RECEIPT OF APPLICATIONS.

Please continue information on additional sheets, if necessary

		Sail Aid UK use only
1	Name of specific organisation making this application (to whom any grant awarded will be made payable):	
	Address of organisation:	
	Name and status of person making this application	

2	Telephone, Email and Website (where applicable):	

3	Charity number (if registered)	

4	Total cost of the project, equipment or service for which you are applying	Amount requested £
	Total cost of project: £ Details: (in a few words, please provide a very brief summary – further details are requested in section 6)	



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5	Please provide brief details of your organisation's objectives:	

6	Please provide details in this space of the specific provision or project for which you seek funding, with a budget breakdown:	



7	What amount have you raised so far towards your project costs?	

8	Have you received a grant from Sail Aid UK before? If so, please provide date (s)	

9	Is this a phased project? If so, what are the high level phases?	

10	What is the timescale of this project	

11	How many people will benefit from this project?	

12	If this is an ongoing project, how is it to be staffed and financed in the future?	

13	Are you seeking other financial support? If so, from whom?	



14	Where did you hear about Sail Aid UK?	

15	If a grant were awarded, when would you hope to receive it?	
	Please note that If a grant is awarded, we would expect a brief report on its use after six months.	

16	Are you likely to request further funds from Sail Aid UK? (Please see attached 'Notes for Applicants').	

17	I agree that any appreciative statements made by us on receipt of a grant or pledge may be quoted by the charity for publicity purpose.	
	Please type yes or no	

17	Signed on behalf of the applying organisation	Date
	Name	

PLEASE SUBMIT BOTH AN ELECTRONIC AND A HARD COPY OF YOUR APPLICATION

The completed application form should be returned, together with any supportive documents, to:

Miss Liz Lotz, Trustee & Treasurer, Sail Aid UK

2 Ellachie Road, Alverstoke, Hampshire, PO12 2DP



Notes for applicants:

Objects of Sail Aid UK

The relief of poverty, hardship and distress among people and communities living in the Caribbean Islands affected by natural disasters such as hurricanes, in particular but not exclusively by the provision of funds (or other means deemed suitable) to re-build communities and community buildings.

1. We do not accept hand-written applications.
2. Retrospective grants are not awarded, nor are grants for capital projects, core costs, salaries or where statutory funding is applicable.
3. The Foundation would not normally make repeat grants within a period of less than two years.
4. We do not have deadlines for the receipt of applications
5. Applicants should not assume that submission of this form implies that a grant will be awarded. In order to reduce costs, we regret that if you do not hear from us within 3 months you should assume that your application has not been successful, but where possible we will endeavour to contact you.
6. Applicants should include with this form a copy of their most recent balance sheet or audited accounts, showing funds received from all sources, unless all this information is on their website.
7. The charity awards grants only to proven equal opportunities, bona fide applicants, and grants will be made on the basis of information received by us, to be used for the stated purpose.
8. Sail Aid UK is likely to annually receive many more applications than it has funds to support. Even if a request complies with the Trust's policy priorities and Objects, it may not be possible to make a grant.
9. Typical grants may be up to **approximately £2,000.00**.
10. Pledges, where given, are valid initially for 6 months. At this point we require a report on the applicant's fund-raising progress, and the pledge may be extended for a further six months. If no report is received the pledge becomes void.
11. The Charity looks favourably on projects undertaken in partnership with other funding contributors, although grants of 100% are considered.
12. The Charity attaches much importance to the assessment and dissemination of the results of work it has funded, so that others might benefit.



Sail Aid UK

2 Ellachie Road, Alverstoke, Hampshire, PO12 2DP

Tel: 07798744012

Email: liz@sailaiduk.com / hello@sailaiduk.com

www.sailaiduk.com

November 2017

Why a grant application may be declined.

To assist applicants, the following list provides reasons from our experience why a grant application may be declined.

- The application is to fund something that is not within the Foundation's Objects
- It is evident that the applicant has not read our Notes for Applicants that accompany our grant application form
- The application has been received from a previous recipient of a grant within our stated two-year restricted period
- The request by letter is from a previous recipient of a grant, who will be aware that we use a grant application form, but who has not sent one nor asked for one.
- The application is for core costs, a capital project, salaries or is covered by statutory funding
- The application is hand-written or illegible
- The application shows no evidence of planned sustainability
- The applicant shows no evidence that the required policies are in place
- The application is vague, non-specific, incomplete, inadequate or unconvincing
- Following receipt of an application form the applicant has not responded within a reasonable time to our enquiries for clarification or request for additional information.