

PRE APPLICATION QUESTIONS CHECKLIST

The following questions are a list of the actual questions you will be asked as part of the online application form for a grant. Please prepare in advance for these questions as you cannot save your application mid-way when applying online.

Questions marked with an asterix () are mandatory*

ABOUT THE APPLICANT

- | | |
|--|--------------------------|
| » Name of applicant organisation* | » Postcode* |
| » Address* | » Contact email address* |
| » Name of contact person* | » Charity number* |
| » Role of individual submitting grant application* | |
| » Telephone number* | |

FUNDING INFORMATION

- » Amount of funding being requested*
- » Purpose of funding being requested*
 - Select from: Ongoing organisational core costs
 - Short project / initiative / exhibition
 - Specific capital costs
- » Provide details of charitable purpose and specify what grant will be spent on (limit to 2000 characters)*
- » Which category best describes the purpose of the organisation"
 - Select from: Leisure, Mental Health, Education, Welfare / Development, Bereavement Support, Arts / Music / Culture, Physical Health, Disability, Poverty / Social
- » What is the approximate age range of the beneficiaries of the charity's work"
 - Select from: Infant, Families with children, School children, Youth / young adult, Adult, Older adults / elderly, All ages
- » Geographic location where grant money will be spent"
- » What outcomes will the grant deliver? (Limit to 2000 characters)"
- » Details of additional funding being requested (limit to 500 characters)"
- » Where funding is being requested from multiple trusts or organisations, provide details of proposed action if full funding is not obtained (limit to 750 characters)*
- » Previous support from AMT - Yes or No*
 - If yes, Please provide us with the month and year you previously received support
 - Amount previously received?
 - What proportion of money obtained from AMT was spent in Tayside region?

POLICIES

- » Does your organisation have a Safeguarding and Protection policy for working with children and adults at risk?*
- Yes or No
- » Does your organisation have a Diversity/Equalities policy?*
- Yes or No

YOUR ACCOUNTS

- » Amount of expenditure (turnover) in last year's audited accounts*
- » Are last year's audited accounts available for inspection?* - Yes or No
- If yes please upload them (Max 10Mb file)
- » Does your charity / organisation receive support from local Government or other public funds?*
- If yes, please provide details (limit to 1000 characters)

BANK DETAILS

- » Account Name*
- » Sort Code*
- » Account Number*
- » Reference / Roll Number

OTHER RELEVANT INFORMATION

- » Other information (limit to 750 characters)

How to make an application

- Complete the application form and submit it electronically. However please make sure you read the checklist below to ensure you have all the required information at hand.
- Forms can also be obtained from Lindsays Solicitors, Dundee. Telephone 01382 200109
- Deadline for applications for the Spring meeting is 31st March.
- Deadline for applications for the Autumn meeting is 30th September.
- Applications received after that date will be held over until the next meeting.

Apply online at:

www.moncurtrust.org/apply-for-a-grant