

Before accessing the online form you will need to register (email address and password).

Welcome to the Summerfield Charitable Trust Stage 1 Grant Application Form. Please register with your email address and a password before you begin the form, or log in to an existing form with your user name (email address) and password.

You may find it helpful to click on the link at the bottom of the screen to view the questions that are on the form before proceeding.

When to submit your application: The Trustees meet quarterly - usually in January, April, July, and October - to consider all completed applications received prior to the deadline date. Please see the 'How to Apply' page on our website for dates and deadlines.

Application Login

Begin a new application

Register

Retrieve your application

Email

Password

Login

[Have you forgotten your password?](#)

After you have registered, you will need to answer the following questions to check eligibility for funding.

- 1 I have read and understood the [What We Fund](#) page on your website. Yes No
- 2 I have checked the Trustee meeting dates and deadlines on the 'How to Apply' page on your website Yes No
- 3 Our project is based in Gloucestershire, or directly benefits the residents of Gloucestershire, as outlined in the geographical areas you fund on your website. Yes No

After confirming eligibility for funding you will be directed to the online application form. Below is a preview of the questions. Questions marked with * must be completed before you can proceed to the next section/submit the form. You will be given the opportunity to save the form, to complete at a later stage.

- A1** *Organisation name
(Please enter the full legal/registered name)
- A2** Organisation address
- A3** Organisation website address (if applicable)
- A4** *Is your organisation's registered address/HQ based in Gloucestershire?
- A5** Enter the year the organisation was established
- A6** *Please select one of the options from the drop down menu to confirm the legal

status of your organisation

If you have selected 'Other' please give details (*Max. 60 characters*)

- A7** If you are a registered charity, please enter your charity number
- A8** *Please provide a brief description of the organisation
(*This should include the aims and objectives of the organisation, planning for long term and future self-sufficiency, a breakdown of staff numbers and volunteers. Max. 1000 characters*)
- A9** *Have you received previous funding from us? If yes, please state the year and amount.
- A10** *Year of last accounts
- A11** *Income
- A12** *Expenditure
- A13** *Net Assets
- A14** *Main contact name
(*Title, First Name, Last Name*) *This is the person that we will contact if we have any questions relating to the application.*
- A15** *Contact email address
(*This email address will be used to send an acknowledgement and a copy of your form after the application has been submitted, and will be used for all other email communications.*)

Enter at least one daytime contact telephone number

- A16** *Main contact daytime telephone number
- A17** Other daytime contact number
- A18** Address for correspondence (if different to Organisation Address in question A2)
- B1** *Project location
(*Please select from the drop down menu which specific Gloucestershire local authority area that will benefit. If more than one, then select 'Gloucestershire'*)
- B2** *Which scheme will your project most benefit?
(*Please select from the drop down list*)
- B3** *Project name/title
Give a brief descriptive name for the project e.g. 'To provide workshops for rural groups'
(*Max. 150 characters*)
- B4** *Give a summary outline of the project including primary aims and objectives
Explain the primary purpose for fundraising, identified needs etc. NOTE: If the project primarily involves building-related work, please provide additional information in B5 below. (Max. 1500 characters/approx.200 words)
- B5** If the project primarily involves building-related work, for example new builds, alterations to an existing building or improvements, please provide the following additional information:
- Explain the ownership of the building and the nature of the agreement between the owner and the organisation raising funds for the work. Give a full explanation of what measures you have considered on sustainability, building design and management, and ease of use. NOTE: We are supportive of measures which reduce the running costs and/or improve a building's performance, and improve facilities for staff and users. (*Max. 1500 characters*)

- B6** *What specific element of the project you would like us to fund?
Explain what the grant would be used for. (Max. 1500 characters)
- B7** *Please summarise the anticipated outcomes of the project, including who will benefit. *(Max. 700 characters)*
- B8** *Explain how and when the outcomes of the project or service will be measured
(Max. 500 characters)
- B9** *Tell us about partnerships with other organisations or community groups that may be involved in the project. *(Max. 500 characters)*
- B10** *Give a summary of the planned timescales of the project. NOTE: The Trustees prefer to support projects that will start within six months of a grant being paid, and do not normally fund projects that have already started. *(Max. 500 characters)*
- C1** *Total cost of the project
- C2** *Total grants and other funding already received for this project
*Include all grants, donations etc you have received to date for the project. (If nil, enter 0.)
Give a breakdown of payments received in Question C9 below.*
- C3** *Total amount of pledges/promises confirmed
Give a breakdown of amounts in Question C10 below. If nil, enter 0.
- C4** *Total raised to date for this project
Include payments received and payments pending/pledges/promises (C2 plus C3). If nil, enter 0.
- C5** *Funding shortfall
Total cost of project less total raised to date (C1 minus C4).
- C6** *AMOUNT YOU ARE REQUESTING
Confirm the specific amount you are requesting from the Summerfield Trust for this project.
- C7** *Tell us who else you will be applying to for this project
Give details of other funders you will be applying to for this project (include names of organisations, amount requested, timescales etc).
- C8** *Details of other applications that are pending relating to this project
(Dates, who, how much, etc.)
- C9** *Funding raised to date for this project
Give a breakdown of funding you have already received for the project including funding source, dates, how much, any conditions that apply. If none, enter 'Nil'
- C10** *Give a breakdown of pledges or promises received.
(Dates, names, conditions etc.)
- D1** *Name of the person submitting this form
- D2** *I hereby confirm my authority to complete and submit this form on behalf of the organisation
(Please tick to confirm.)
- D3** Other information
Include here any additional information relevant to your application that has not been covered in the questions above. (Max. 700 characters)