

## Grant Application Form

Please email a copy of this Grant Application Form, once completed, together with a copy of the latest annual accounts of the organisation to [pontonhousetrust@outlook.com](mailto:pontonhousetrust@outlook.com). Please do not send any other documents with your application. All relevant information must be included on the form.

### 1. Organisational Details

Organisation

Address

Telephone

Email

Website  
(if any)

Scottish Charity No.

Annual income  
(in last examined accounts)

Name of  
Bank Account

Sort Code

A/C No.

### 2. Brief description of the organisation, including past successes

### 3. How have you identified the need for this work?

### 4. Description of the project, including:

What do you want to do? Who will be involved? Where will it take place? How will it be managed?

5. How does your project match the priorities of Ponton House Trust?

6. How will you monitor and evaluate the work, so that you know whether or not you have been successful?

## 7. What is the income and expenditure for this piece of work?

Total cost of project

Funds requested from the Trust

Please provide the project timetable and itemised costs, with information as to how any shortfall will be raised

## 8. Please use this space to give us additional supporting information which you feel is relevant to your application

**Contact person**  
(Full name)

**Position in organisation**

**Phone No.**  
(If different from organisation)

**Email**  
(If different from organisation)

**Date**

The information you provide on this application form, and on any accompanying documentation, will be input on computer. It will only be used to enable a decision to be made by us about whether a grant may be approved to your organisation. By submitting your application to the Trust you confirm that you have read our guidelines and accept our terms and conditions.