**The Sir Bernard & Lady Schreier Foundation**

C P House, Otterspool Way, Watford, WD25 8JJ

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**Grant Application Form**

(All application submissions must be typed and submitted by email)

(Use additional sheets if necessary)

1. **CHARITY OR OTHER BODY DETAILS**

|  |  |  |
| --- | --- | --- |
| **Name of charity or other body:** | Click here to enter text. | |
| **Address:** | Click here to enter text. | |
| **Charity No. (if applicable):** | Click here to enter text. | |
| **Date of Registration:** | Click here to enter text. | |
| **Contact Name:** | Click here to enter text. | |
| **Position held:** | Click here to enter text. | |
| **Telephone number (include international dialling code):**  Click here to enter text. | | **Email:**  Click here to enter text. |
| **Alternative telephone number:**  Click here to enter text. | | **Website address:**  Click here to enter text. |
| **Main aims of charity or other body:**  Click here to enter text. | | |
| **Brief history and achievements:**  Click here to enter text. | | |
| **Please provide details of any other organisation with which you have an affiliation or an association, and state any financial commitment involved as a result:**  Click here to enter text. | | |

1. **FINANCES**

|  |  |
| --- | --- |
| Approximate current annual income: | Click here to enter text. |
| Approximate current annual expenses: | Click here to enter text. |
| Approximate current level of financial assets (e.g. bank deposits, investments, shares, etc): | Click here to enter text. |
| Property owned by charity/other body: | Click here to enter text. |
| Number of full/part-time paid workers: | Click here to enter text. |
| Copy of most recent annual accounts enclosed: | Yes  No |
| If “NO”, please provide a reason: | Click here to enter text. |

1. **HAVE YOU APPLIED TO THE FOUNDATION PREVIOUSLY?: Yes  No**

If, “YES”, please specify: Click here to enter text.

1. **PLEASE PROVIDE FULL DETAILS OF THE PURPOSE FOR WHICH THE GRANT IS REQUIRED:**

Click here to enter text.

|  |  |
| --- | --- |
| What is the total cost of the project? | Click here to enter text. |
| How much of this are you seeking from the Foundation?  (e.g. no specific amount, £x) | Click here to enter text. |

1. **WHAT OTHER ORGANISATIONS/INDIVIDUALS HAVE YOU APPROACHED FOR THE FUNDING OF THIS PROJECT, INCLUDING RESPONSES IF ANY?:**

(The Foundation normally expects you to have considered and identified other sources of financial support)

Click here to enter text.

1. **DECLARATION**

The information provided factually represents the work of the charity/other body and the purposes for which the grant is sought. If successful, I accept that I will comply with any reporting and monitoring conditions laid down by the Foundation as a condition of the grant. I am aware that a representative of **The Sir Bernard and Lady Schreier Foundation** may visit the charity/other body in relation to this application.



**Signed:**

**Name:** Click here to enter text. **Position held:** Click here to enter text.

**Date:** Click here to enter a date.

(Note: Although the foundation strives to process applications as quickly as possible, this process does take time. We therefore ask for your patience and request that you do not contact the foundation to find out when a decision on your application will be reached, since this will only delay efforts to process applications. Please note, we may also require more information, including references. The Trustees meet quarterly in April, July, October, and January to decide on grants, or more frequently if needed. We will contact you once a decision has been made.)

**Privacy Statement (IMPORTANT):**

Personal data is information that identifies you and your organisation or can be used for such purposes. The Sir Bernard and Lady Schreier Foundation is committed to protecting your personal information and being transparent about the purposes for which it will be used. This ‘Policy’ sets out these purposes and how we will keep it private and secure. When you submit a Grant Application, detailed proposals and supporting documents, these will only be used by the Trustees to make their decision on whether to award a grant. Part of this decision-making process enables the Trustees to seek references, whom they can contact during the decision making process. If necessary and unless you state otherwise, other known and trusted ‘referees’ may be contacted in strict confidence by the Foundation for an independent assessment of you or your organisations work. If a grant is awarded, your account details will be shared with our bank for the payment to be made and likewise, but only if it applies, under the Common Reporting Standards with HM Revenue & Customs. Your personal data will not be used in any other way. We will hold your personal data for 5 years, after which it will be automatically be deleted. Alternatively, you can request the deletion of your personal data at any time.