

Please refer to *Eligibility Criteria* in the *HMRC Grant-in-Aid Guidance* which is available online.
Go to www.hmrc.gov.uk/vcs/funding-streams.htm

Please state whether your organisation is a Charity, Voluntary and Community Sector organisation, Social Enterprise, Mutual or Co-operative (or a combination of these).

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If you are eligible to apply for Grant-in-Aid funding please tick this box and complete the rest of this form.

For more information and help, please contact HMRC Third Sector team by phone on **0191 224 7416** or by emailing John Corbett at john.corbett@hmrc.gsi.gov.uk

About your organisation	
Organisation name	
Address	
Phone number	
Person we should contact <i>In case we need to speak to you</i>	
Email address	
Official website address	

Your bid for Grant-in-Aid funding	
<p>Amount of bid <i>Tell us how much you need in each financial year. If none needed in a particular year, leave that box blank</i></p> <p>Year one – £</p> <p>Year two – £</p> <p>Year three – £</p>	<p>Name of your proposal</p>

Your proposal

It is important that you link your proposals to at least one of HMRC Strategic Outcomes and Priorities shown in the *Grant-in-Aid Guidance*. **We will not accept any proposals that do not help us to achieve these.**

1	In 300 words or less, please explain what you intend to do . Include how you intend to do it, the predicted expenditure for each activity, programme and timetable, and where the activities would take place.
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During the period of the Grant-in-Aid funding, we will ask you to report on:

- your financial management, and
- your progress against indicators of success and targets/outcomes you have set.

2	<p>In 300 words or less, set out below the indicators of success and the targets you have chosen. Please explain, in full, what you expect your activities to achieve. It is important that you tell us how you plan to measure and monitor success. You must include full data covering each of your targets. <i>Please refer to the Guidance for more information.</i></p>

3	Tell us in 300 words or less, which individuals or organisations would benefit most from your proposals and explain how you established their needs.
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If you work in partnership, you will need to be clear about who is responsible for delivery and the standards that should be achieved. You should have a written agreement which sets out each partner's responsibilities. If your application is successful, funds will be paid to the lead partner. That partner will be responsible for managing the partnership arrangement.

4	Do you intend to work with any other organisations on the project?
No <input type="checkbox"/> Yes <input type="checkbox"/> If Yes, give details below	

5	Have you applied for any grants or other financial support from any other government departments, Local Authorities or elsewhere to fund or partially fund any of the activities covered in your proposal?
No <input type="checkbox"/> Yes <input type="checkbox"/> If Yes, give details below	

If you do not have the resources to do the work until you receive payment, we will consider making payment in advance. However, we will only do this if you can demonstrate a clear need for funding before work can begin.

If you answer yes to the following question, we may ask you to provide evidence to support your need for an advance payment.

6	Do you require payment in advance?
No <input type="checkbox"/> Yes <input type="checkbox"/> If Yes, please give a brief explanation why you require payment in advance.	

7	Have you applied for Grant-in-Aid funding before? If so please provide the following information:
No <input type="checkbox"/> Yes <input type="checkbox"/> If Yes, please give the following details.	
What was the name of the project?	
When did you apply?	
How much funding was sought/granted?	