



## **GRANT APPLICATION FORM**

Wellesley Charitable Foundation is a resource for young people living in Sussex and the surrounding area. Wellesley Charitable Foundation was formally registered in 2011 under charity number 1149077.

### ***THOSE WHO ARE ELIGIBLE FOR A GRANT***

- Grants are made only to charities.
- Charities must be registered with the Charity Commission.
- Charities must be based in Sussex or within the immediate surrounding areas.

They must then be:

- Charities involved in the promotion of community participation in health recreation for those up to the age of 18 years old.

**OR**

- Charities involved in the relief of sickness and the preservation of health for those up to the age of 18 years old.

**OR**

- Charities promoting activities which develop the skills, capacities and capabilities of under 18's to enable them to participate fully in society as mature and responsible individuals.

### ***GRANT APPLICATION PROCEDURE***

To apply to Wellesley Charitable Foundation for a grant, a charity must complete the application form. The form is available via email request, by telephone or by letter.

All applications must be accompanied by a full copy of the charity's latest annual report and audited accounts.

Applications may be submitted at any time during the year to:

The Trustees,  
Wellesley Charitable Foundation,  
Wellesley House  
50 Victoria Road  
Burgess Hill  
West Sussex  
RH15 9LH

Email: [info@wellesleywa.co.uk](mailto:info@wellesleywa.co.uk)

Telephone: 01444 244551

### ***ACKNOWLEDGEMENT***

Charities should also offer Wellesley Charitable Foundation the opportunity for its support to be recognised and acknowledged publicly.



Information requested in this application form is the minimum required for a grant to be considered. **Applicants should enclose additional information as necessary. Please send one unbound copy of the application form and the charity's latest annual report and audited accounts.**

<b>1. CONTACT DETAILS</b>	
Name of charity	
Name of contact person	
Job title of contact person	
Availability of Contact Person	
Address for correspondence	
Telephone number Switchboard Direct Dial	
Email address	
Website	
Registered charity number	

<b>2. APPLICANT CHARITY</b>	
Description of the main purpose of the charity	
If available, please enclose an executive summary of the charity's strategic business plan. Please do not send the full plan.	
Geographic area served by the charity.	
Year founded:	
Number of staff  Full time / part time  Volunteers	

<b>3. GRANT</b>	
Size of grant requested.	
Main category into which the grant would fall (please circle)	Health Recreation Relief of sickness/preservation of health Skills development

<b>4. ACCOUNTS INFORMATION</b>	<b><i>From latest annual accounts</i></b>	<b><i>For previous year</i></b>
<b>Total Income</b>	£	£
Statutory Income		
National Lottery Funding		
Fundraising/Charitable Grants		
Fees or subscriptions		
Sales		
Other		
<b>Total Expenditure</b>	£	£
Charitable purposes		
Fundraising / Publicity		
Management / Administration		
<b>Surplus (Deficit)</b>	£	£

**DECLARATION**

I, \_\_\_\_\_ am an authorised representative of

\_\_\_\_\_ (name of organisation). To the best of my knowledge the information I have provided on this application form is correct. If Wellesley Charitable Foundation agrees to make a grant the money will be used exclusively for the purposes described in this application form.

Signed:

Position in organisation:

Date: