

Angel Heart And Soul Foundation Charity Fund / Grant Application Form

SECTION A: ABOUT YOUR ORGANIZATION

1. Details

Organization Name	
Main Contact's Name	
Post Held in Organization	
Address	
Postcode	
Main contact telephone number	
E-mail address	
Website	

2. How would you describe your organization? Check one box in each section

A. Type

Voluntary Organization

☐

School/college/University

☐

Registered Charity.....
(Including registration number)

Other (please state).....

B. Area Covered

Local Community

☐

County

☐

Regional

☐

All USA / CANADA

☐

Overseas

☐

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3. Organization background

When was your organization
founded? _____

How many paid staff does your
organization employ

Full Time: _____

Part time: _____

How many volunteers help each
year?

Full Time: _____

Part Time: _____

4. How many beneficiaries does your organization help in a year? _____

5. Please give a summary of your organization's main aims and activities.

6. *Charities and voluntary organizations only:* From your latest audited accounts, please indicate the percentage of your fundraising, management and administration costs. (This helps us ascertain how much per \$1 received by your charity/organization is used in the pursuit of charitable activities)

Year ended _____

Total Income: _____

Percentage of income spent on fundraising: _____

%

Percentage of income spent on management and administration: _____

%

Percentage of income used for charitable activities _____

%

Total

100%

Use the notes field below to explain any anomalies or where the figures you have provided do not add up to 100%.

Explanatory notes

SECTION B: INFORMATION ABOUT YOUR PROJECT

Name of Project: _____

7. What is the total amount of funding required for this project?

8. What is the total amount of funding sought from Angel Heart and Soul Foundation Charity Fund for this project?

9. Amount sought per annum?

10. Over what time period would you require this potential funding?

11. What is the project's entire duration?

12. Please provide details about the people who will benefit from this application:

How many individual people will directly benefit
from this grant? _____

Which age range do the majority of beneficiaries who will directly benefit from the grant belong to?

0-15

☐

35-50

☐

16-25

☐

50-65

☐

26-34

☐

65 +

☐

How many beneficiaries are considered to be from disadvantaged/vulnerable backgrounds?

How and in what way are they more disadvantaged/vulnerable?

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- 13.** Please explain what the funding will be used for, including an explanation of the activities that the project will undertake

- 14.** What positive difference do you hope to achieve for the beneficiaries of this project?

- 15.** How will you measure whether the project has achieved this?

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16. When will the project commence? (Please give approximate dates)

17. What is the name of the person/s responsible for managing this project, if different to the person/s applying? *(Please include their Titles)*

26. Which other organizations/funders have you applied to for supporting this project (include government funding)?

Organization Name	Amount	Result? (Y/N/Pending)

If 'YES' please confirm their involvement:

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27. Please provide named, contact details for all partners or organizations you will be working with to develop and/or deliver the project for which you are requesting support

(Please copy the box below and complete for all partners/organizations involved in the development & delivery of this project)

Partner/Organization Name	
Named Contact	
Post Held in Organization/ & function within project development or delivery	
Address	
Postcode	
Main contact telephone number	
E-mail address	
Website	

28. Please attach a **FULL** budget for the project for which you are seeking support, even if you are only seeking part-funding. This must include a quarterly breakdown of the financial requirements. You **must** also highlight clearly which activity project area(s) require a contribution from the Angel Heart and Soul Foundation Charity Fund.

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SECTION C: CHECKLIST *(Please tick as appropriate)*

- I have included a copy of our most recent audited accounts ☐
- I have attached a copy of the full cost/budget for the project ☐
- I have included a copy of the marketing and communications plan for this project (if appropriate) ☐
- I have included a copy of our constitution/governing document ☐
- I have included a copy of our Child Protection Policy *(if the project for which you require Angel Heart And Soul Foundation Charity Fund funding includes or concerns minors)* ☐ ☐

29. STATEMENT

The applying organisation agrees to the Angel Heart And Soul Foundation Charity Fund *Terms and Conditions of Grant Awards* criteria. We understand that it may be necessary to appear before Angel Heart And Soul Foundation to make a presentation or supply further information. To the best of our knowledge the information referred to in this application is correct.

Note: *Your application cannot be assessed unless ALL the questions on this form have been completed, the form is signed and all supporting documents received.*

Signed on behalf of the applicant
organization mentioned below

.....

Name (please print)

.....

Position

.....

Organization

.....

Date

.....

I have read and understood the Angel Heart And Soul Foundation Charity Fund Terms &
Conditions

☐

Applications cannot be considered until a hard copy of your completed and signed application and any enclosures is received by the before Angel Heart And Soul Foundation's secretary.

Documentation should be sent to:

Angel Heart And Soul Foundation Charity Fund
15 Buddtown Rd
Southampton NJ, 08088
USA

TERMS AND CONDITIONS OF GRANT AWARDS

1. Your organization must be a registered charity, a voluntary group, associations, social housing association, local authority, statutory organization, academic body or a recognizable and accountable good cause.
2. Grants can only be used for the purpose(s) for which they are awarded and should not be used for any other purpose without the Angel Heart and Soul Foundation's prior approval.
3. Grants awarded must not be given or transferred to any third party but must be used solely by the organization to which it was awarded. If the grant is used for a purpose not outlined in the application, we reserve the right to ask for any monies or equipment granted by the Angel Heart and Soul Foundation to be returned.
4. If our offer of a grant has not been accepted within twelve months of the date of our approval the grant offer will automatically lapse and be rescinded and you will have to re-apply.
5. You will take reasonable care to ensure that the project is conducted in a professional, safe and proper manner and in accordance with best practice and current law. In providing funding support Angel Heart and Soul Foundation does not accept any responsibility or liability for the project.
6. Grants will be paid either by check or direct credit transfer in one lump sum upon approval. If the award duration exceeds one year the grant will be paid annually in agreed staged tranches. The Angel Heart and Soul Foundation will consider funding tranches for the duration of projects of less than one year where appropriate.
7. Grants are awarded on an individual application basis therefore repeat funding should not be expected, or planned.
8. Your organization must start to draw down and spend the grant within 12 months of it being awarded. In exceptional circumstances, delays may be agreed in writing with the Angel Heart and Soul Foundation. Failure to draw down the grant within the time specified will result in the grant offer being rescinded. Any rescinded grants may be reapplied for at a later date.
9. The Angel Heart and Soul Foundation and contribution to the project must be appropriately acknowledged on all promotional media in relation to this project. Failure to adhere to the agreed promotional plan, or our brand guidelines, may result in the grant offer being revoked and any monies awarded reclaimed by the Angel Heart and Soul Foundation. Copies of all promotional media and any feedback must be forwarded to the Angel Heart and Soul Foundation periodically as part of the reporting process.
10. By agreeing to the terms and conditions of any grant award you agree that all and any photos, video material, case studies and other material supplied by your organization can be used by Angel Heart and Soul Foundation in its activities.
11. The Angel Heart and Soul Foundation retains the right to monitor and audit the project throughout its development and implementation. In accepting the grant offer you agree to provide reports to the Angel Heart and Soul Foundation at agreed intervals and/or on request and certainly at the termination of the project.
We reserve the right to revoke any Angel Heart and Soul Foundation Charity Fund grant offer and to pursue the return of any grant monies or equipment if it is found out that your organization has provided false information or has not adhered to the terms and conditions of acceptance.
12. The Angel Heart and Soul Foundation accepts no liability for any actions undertaken by any party in relation to the awarding of any funding, or support.

**ANGEL HEART AND SOUL
FOUNDATION**

Signed on behalf of
the organization
mentioned below

Name (please print)

Position

Organization Date

.....

Please send your completed form to:-

Angel Heart And Soul Foundation
15 Buddtown Rd
Southampton NJ 08088
USA