

Please complete as much of this application form as possible. Parts marked with an asterisk are mandatory. You may send supplementary documentation, but the trustees will consider primarily the essential information requested below.

**IMPORTANT: All personal applicants should read the note at the end of this form before completing it.**

Name of main contact \*

Name of organisation (where relevant)

Position within organisation (where relevant)

Postal address \*

Email address \*

Web site

Phone number \*

UK charity/CIC registration number

*Personal applicants only:*

Year of birth

Nationality

CV attached? Yes/No

Amount of funding sought from The Fenton Arts Trust (full pounds only)

*Please look at the 'Previous Beneficiaries' page on the website. Requests for amounts way above anything previously given are unlikely to be successful. It is also open to you to indicate 'or any amount'.*

Budget for complete project (if total cost is greater than funding sought)

*Total figure only: please attach breakdown as a separate sheet, if necessary.*

*It is important for the Trust to understand what proportion of the total cost any grant might cover.*

'Headline' description of the project (or part of project) for which funding is required (140 characters max) \*

*A concise description of the project, clearly stating how it fits the Trust's funding criteria, which can be found on the 'What We Do' page of our website. (This section should be a maximum of **140 characters in length.**)*

*This is an **ESSENTIAL** section of the form. It is short – a sentence or so: an 'elevator conversation' description of the project only. Trustees need to understand immediately how the funds of the Trust might be spent. For what exactly do you want the money? What do you hope to achieve?*

Additional information about the project (250 words max)

*This is your chance to add detail to your project description. (Please limit yourself to **250 words maximum.**)*

*Lengthy descriptions of past, present or future activities are not relevant here – they have a place below, under Brief description of your work or that of your organisation.*

Details of any funding already raised (confirmed and/or pending)

*Please give details separately if necessary.*

*As above*

# THE FENTON ARTS TRUST APPLICATION FORM

## Date by which you need a decision from the Trust

*Ideally this should be a minimum of 4 months after your application date.*

*The Trust meets 3 times a year to consider applications, and this allows for an application to be put forward for a later meeting should it accidentally coincide with an earlier deadline. Experience shows that projects which are planned well in advance of their delivery dates are often the most successful.*

## Date when funds from the Trust are required (Please see note below re. timing of applications)

*A minimum of 6 months normally elapses before the Trust both makes a decision and has sufficient funds in its budget. In most financial years (April-March) the majority of funds in the current year's budget are committed by July.*

## Brief description of your work or that of your organisation. (250 words maximum)

*This section provides the opportunity for you to provide all the information which will place your specific proposal in its proper overall context, whether as part of a larger project or as part of the general work of the organisation. You can send supplementary material to support your application, but in the first instance the Trust is looking for carefully focused, well considered and clearly expressed project proposals. Experience suggests that a text no longer than 250 words can communicate the essentials of such proposals.*

*If you are an individual applying for funding, please provide a single page curriculum vitae, with relevant details of your work and experience to-date, and the names and addresses of two referees.\**

*Essential for individual applicants*

## How did you hear about The Fenton Arts Trust?\*

*Please be as specific as possible: if you found us via internet research we would be grateful to know on which website. (If you are a previous beneficiary please tell us, and give the year/s in which you received support.)*

*This helps the Trustees know where information about the Trust is being publicised, and, if necessary, allows the Trust to rectify inaccuracies or misinformation about its funding criteria. Previous beneficiaries should refer to the date/s or their previous grants from the Trust.*

Signed \*

Name of signatory (please print) \*

Date \*

*Please return your completed application form to:*

*The Manager, The Fenton Arts Trust, PO Box 68825, London SE23 9DG*

**\*\*\*\*INFORMATION IN ITALICS CAN BE DELETED FROM YOUR COMPLETED FORM, AS NECESSARY\*\*\*\***

### Timing of Applications

*Applications received after the end of September are unlikely to be funded during the Trust's current financial year (ending 31 March) because funds will have already been committed.*

### NOTE FOR ALL PERSONAL APPLICANTS:

*Applications from individuals for support with fees and/or maintenance will **NOT** be considered even if accompanied by letters of professional or academic recommendation.*