

Personal Grant Application Form

To be used for applications for grants to be made to individuals, not to organisations.

Please refer to Guidance Notes on pages 4 & 5.

1	Name(s) of applicant(s):
2	Home address: Postcode:
3	Contact telephone number:
4	Date(s) of birth of applicant(s):
5	How long have you lived in Lancaster, Morecambe and District (the same area as Lancaster City Council)?
6	What is the funding for?
7	How much money are you asking for from the Banks Lyon Memorial Trust?
8	What is the latest date by when you need the funding to be in place?
9	What is the total amount of funding required including funding from other sources?
10	Have any of the applicants applied to the Banks Lyon Memorial Trust before? YES / NO (delete as appropriate). If you have answered YES, please provide details:
11	Are you applying or have you applied to any other individuals, charities or organisations for funding for this purpose? YES / NO (delete as appropriate). If you have answered YES, please provide details:

The Banks Lyon Memorial Trust

Registered Charity Number: 1160678

12	Have you explored any other sources of funding? YES / NO (delete as appropriate). If you have answered YES, please provide details:
13	If you are outside the age range of young people aged 16 to 25 years for which the Banks Lyon Memorial Trust usually gives grants, please explain why your circumstances mean you should be considered for a Grant:
14	How will awarding a grant help you overcome barriers of a social and/or financial nature?
15	How will awarding a grant to you fulfil your potential and to benefit your local community through your future employment?
16	If your application is successful, the cheque should be made payable to:
17	How did you hear about the Banks Lyon Memorial Trust?

The Banks Lyon Memorial Trust

Registered Charity Number: 1160678

18	Please provide a letter supporting your application from a referee who should be an individual who is not related to you and who is over the age of 18 years and who has known you for at least 12 months.
19	Signed: Print Name: Date:

Personal Grant Application Form Guidance Notes

- 1 Please include the full names of all individual applicants. Organisations should use the Organisation Grant Application Form.
- 2 Please give the home addresses of all individual applicants including the post code.
- 3 Please give a contact telephone number.
- 4 Please provide the date(s) of birth of all individual applicants.
- 5 This is in accordance with the published Grant Making Policy of the Banks Lyon Memorial Trust.
- 6 Please provide details of what you intend to use the funding for. The more detail that you can provide, the better. If you are able to itemise elements of funding please do so. If you are able to identify the expected benefits that would be brought by obtaining the funding, this will help the trustees to better understand your application. Remember that the trustees may not be familiar with the reason for your application.
- 7 Please indicate the total amount of funding that you are requesting from the Banks Wilson Memorial Trust.
- 8 If you need the funding to be in place by a particular date, please identify this and the reason why.
- 9 Please identify the total amount of funding required including funding from other individuals, organisations, money that you are contributing yourself or raising in another way.
- 10 Please provide details of any previous applications to the Banks Lyon Memorial Trust by any of the applicants, including date of application, purpose, amount applied for and the outcome of the application. Failure to provide details of other applications for funding may invalidate your application.
- 11 If you have applied for other funding, whether successful or not, please provide:
 - the name(s) of the other potential funder(s),
 - the amount of money you applied for from each,
 - if a decision has already been notified to you: whether or not the application was successful and if it was, the amount actually awarded,
 - or the date by when you expect to hear from them?Failure to provide details of other applications for funding may invalidate your application.
- 12 Please explain what other sources of funding (if any) you have explored. If you intend to raise money in any other ways, please provide details of how this money is to be raised, for example personal contribution or fundraising event and how much you expect to raise by each method.
- 13 This is in accordance with the published Grant Making Policy of the Banks Lyon Memorial Trust.
- 14 This is in accordance with the published Grant Making Policy of the Banks Lyon Memorial Trust.
- 15 This is in accordance with the published Grant Making Policy of the Banks Lyon Memorial Trust.
- 16 If successful, your funding will be paid by cheque, which should be paid in to a bank account. Please provide the full name of the person to whom the cheque should be made payable.
- 17 Please help us by letting us know how you heard about the Banks Lyon Memorial Trust.
- 18 We may contact your referee to verify any information provided by them.
- 19 All applicants must sign the application form, print their name and date their signature.
- 20 If you wish to attach any supporting information please do so, but be aware that lengthy documentation may be summarised for the trustees.

21 We may contact you to request further information.

22 If you require assistance in completing your application form please contact:

Gary Rycroft
Joseph A Jones & Co Solicitors
6 Fenton Street
Lancaster
LA1 1TE

Phone: 01524 63371
Email: gary.rycroft@jajsolicitors.co.uk

23 Return your completed application form to:

Gary Rycroft (Clerk to the Trustees)
Joseph A Jones & Co Solicitors
6 Fenton Street
Lancaster
LA1 1TE