



[www.ardochtrust.org.uk](http://www.ardochtrust.org.uk)  
[secretary@ardochtrust.org.uk](mailto:secretary@ardochtrust.org.uk)

## GRANT APPLICATION FORM

The Ardoch Development Trust has funds available from the Braes of Doune and Burnfoot wind farms. This is used for community projects in the Braco and Greenloaning area. Groups active in the community are invited to apply for funding; particularly encouraged are environmental and community involvement activities.

The trustees meet at approximately 6 week intervals. Although grants can be applied for at any time, those received within 5 days of the next published meeting may be deferred to the the next available meeting. Under no circumstances will applications be considered that are submitted within 24 hours of the next meeting. The trustees are all volunteers and need time in advance of the meeting to consider submissions, so please plan ahead and help us to help you. The next scheduled meeting is available on this site in the [ADT calendar](#) and will also be posted on the ADT and community facebook pages.

Normally grants will be agreed in advance of any project work being undertaken and only in exceptional circumstances will retrospective funding be considered.

Please use this form to apply for funding, giving enough information in answer to each question to give us a full picture of what it is you want to do. If you are unsure at any point as to what to say (or how much), please contact the secretary at [secretary@ardochtrust.org.uk](mailto:secretary@ardochtrust.org.uk). Some questions may not apply to your project, in which case simply say so. Thank you.

### ORGANISATION DETAILS

#### 1. Name of group

#### 2. Contact details

Name .....	Position .....
Address .....	Telephone .....
.....	Fax .....
.....	E-mail .....
Postcode .....	

**3. What is the main purpose or activity of your group? Is it targeted at a particular age group?**

**4. Does your organisation have a bank account?  
(delete as appropriate)**

**Yes**

**No**

If 'Yes', please provide a copy of a recent bank statement with your application.  
If 'No', please describe how your organisation's finances are managed.

**PROJECT DETAILS**

**6. Name of project**

**7. Please describe your project**

**8. Describe why there is a need for the project, and the steps taken to ensure community support**

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**9. Please provide a proposed timetable of work including project start date and date of completion**

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**10. Does the project require planning permission or other form of consent? Please give details (attach copy)**

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**11. For events, please give an estimate for the number of participants**

From Braco and Greenloaning	
From outside the area	

**12. Please give a breakdown of the total costs of your project**

Item	Cost

**13. Please show the sources of funding you expect to meet this total cost. Please tick if secured.**

<b>Item</b>	<b>Amount</b>	<b>Secured</b>
Ardoch Development Trust		
Own organisation - cash		
Own organisation – in-kind		

**14. How will you know your project is a success? How will you evaluate it?**

**15. Is there anything else you want to say in support of your application?**

**16. Declaration**

I confirm to the best of my knowledge that the above information is correct and that the project will be carried out as described.

**Signature** ..... **Date** .....

**Name** .....

**Position** .....

**TERMS AND CONDITIONS OF GRANT OFFER**

1. If a grant is offered by Ardoch Development Trust, the grant will be paid out on presentation of invoices or pro forma invoice
2. For projects running for more than one year you are required to complete an Annual Plan.
3. You must provide a brief report within 2 months of completion of your project to show how the money was spent, including photos with appropriate consent that can be used to promote the ADT's work.
4. If final project costs are lower than anticipated or additional funds are sourced elsewhere, ADT reserves the right to reduce its grant pro rata.
5. Any unspent funds at the end of your project should be returned to ADT.