



## Small Grants Application Form

Please download and read the guidance notes on the Ragdoll Foundation's website before completing this form.

<http://www.ragdollfoundation.org.uk/portfolio/grant-giving>

This application form is for the Ragdoll Foundation's new **Small Grants Programme – for awards of up to £1,500** to support small, one-off projects, pilots, or research & development to inform a new project or programme of work.  
For larger grants please apply through the Open Grants Scheme / Main Programme.

**Eligibility Questions** Please make sure that you can tick 'yes' to the questions below to confirm basic eligibility to apply for a grant.

	YES	NO
I have read the guidance notes on the Ragdoll Foundation website and believe that my organisation and project meet the eligibility criteria and priority areas of the Small Grants Scheme.		
The project will engage children and / or young people up to 18 years old in one or more artform.		
The project has not yet started and we won't commit resources to it until we hear the outcome of this application.		
The application is not for our regular, core work. It is for a small, one-off project, pilot, or research & development to inform a new project or programme.		

### How to complete this form

You might find it helpful to read through the form before you start to complete it. There are five sections: your organisation, contact information, your project, more about your project and declaration.

Please note this is **not** an online application form. You will need to download and save to your PC or Mac (it won't work on a phone or tablet), then reopen using **Adobe Acrobat Reader DC**. Please do not use Mac Preview or Microsoft Edge to fill in the form. Save your work regularly as you fill in the form. When complete, send as an attachment to [applications@ragdollfoundation.org.uk](mailto:applications@ragdollfoundation.org.uk). Please include your project budget as a separate document (Excel, PDF or Word).

We can provide a large print version of this form if needed.  
Please email: [admin@ragdollfoundation.org.uk](mailto:admin@ragdollfoundation.org.uk).

# 1. Your Organisation

**Organisation name**

**Legal name of organisation (if different)**

**Address line 1**

**Address line 2**

**Town / City**

**Postcode**

**Main telephone number**

**Website**

**Legal status of organisation**

**Charity number (if relevant)**

**Company number (if relevant)**

**Organisational turnover in most recent financial year**

**Please describe your organisation's work, including your practice with children / young people** *(up to 1,000 characters including spaces)*

## 2. Contact Information

**Main contact for this application – title / first name / surname**

**Job title**

**Direct number (if different from above)**

**Email address**

**How did you hear about the Ragdoll Foundation?**

## 3. Your Project

**Project Title** *(up to 75 characters, including spaces)*

Please give a summary of your project (up to 500 characters)

Approximately how many children / young people will take part?

What is their age group?

What is the main artform in your project?

When do you hope to start your project? (mm/yyyy – e.g. 09/2020)

Is your start date flexible? (yes, no, somewhat)

Length of project in months

Where will project activity take place? (venue / location)

Total cost of your project

Amount you are applying for (up to £1,500)

Amount of match funding to be provided (not required, but a maximum of £500)

Please provide a **draft project budget** as an Excel spreadsheet, Word document or PDF and send with your application. Your budget should include project income and expenditure, including a fair value of in-kind support and who this is from. Please list other funders, where known.

## 4. More about your project

Please answer the questions below – up to 700 characters (including spaces) are available for each answer.

**A. Please summarise the key aims of your project (up to three brief points).**

**B. Why do you want to develop your work with this particular group of children / young people?**

**C. How will you ensure that the participating children's / young people's voices will be heard within the project?**

**D. Why is this project strategic for your organisation? How might it inform future practice with children and young people?**

**E. How will you capture and share learning from the project?**

## **5. Declaration by applicant**

- *The information in this application is true and accurate to the best of my knowledge and I have the authority within my organisation to make funding applications.*
- *I attach the following documents: **project budget, organisational accounts for the most recent financial year, organisational safeguarding / child protection policy.***
- *If my organisational structure is not a registered charity I also attach a brief statement of public benefit for my organisation and the project.*
- *I understand that my data will be held and used as described in the [Privacy Statement](#) on the Ragdoll Foundation website and agree that the Ragdoll Foundation may contact me as described therein.*

**Signed (please simply fill in your name – there is no need to use any ‘auto-sign’ feature)**

**Role within organisation**

**Date**

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**Please submit your completed application form and supporting documents by email to [applications@ragdollfoundation.org.uk](mailto:applications@ragdollfoundation.org.uk)**