



Funding Advice Questionnaire

Could you please fill in this form, completing every section, to enable us to supply you with the relevant information and support to help you bid effectively to funders for your project? Please complete one of these forms for each project on which you wish to receive funding advice.

Please complete each answer as thoroughly as possible and return to Involve.

Organisation Name:	
Contact Name:	Position in Group:
Contact Address:	Are you part of a larger group Yes / no Who:
Post Code:	Are you a registered charity? Yes / no Charity No:
Daytime tel no:	Do you have a written Constitution or similar document? Yes / no
Evening tel no:	Do you have a bank account in the group's name? Yes / no
E-mail:	Are you a member of Involve? Yes / no Membership number:

What are the aims of your **organisation**?

What is your **organisation's** geographical area of operation?

What activities do you wish to undertake in the **project**?

Who will benefit from them?

What difference will your **project** make to them

Please specify the project geographical area(s) of operation
Postcode Or Town / County

Total cost of project £	Have raised any funding for the project yet?																									
How much funding do you require? £	From	£																								
What is the smallest acceptable grant? £	From	£																								
How much is Capital? £ How much is Revenue? £	From Own Funds	£ £																								
		Total Income £																								
Are there any funders you have applied to, but have not yet received a response from? <p style="text-align: right;">Total £</p>																										
Are there any contributions other than money that can be made? E.G. volunteer labour, materials, free accommodation etc.																										
What are the main costs within your project budget? E.G. Staff Costs, Training, volunteer expenses, computer, desks, printing, insurance, etc. <table border="0" style="width: 100%;"> <tr> <td data-bbox="175 1176 535 1218">A.</td> <td data-bbox="535 1176 782 1218">£</td> <td data-bbox="782 1176 1136 1218">G.</td> <td data-bbox="1136 1176 1479 1218">£</td> </tr> <tr> <td data-bbox="175 1218 535 1260">B.</td> <td data-bbox="535 1218 782 1260">£</td> <td data-bbox="782 1218 1136 1260">H.</td> <td data-bbox="1136 1218 1479 1260">£</td> </tr> <tr> <td data-bbox="175 1260 535 1302">C.</td> <td data-bbox="535 1260 782 1302">£</td> <td data-bbox="782 1260 1136 1302">I.</td> <td data-bbox="1136 1260 1479 1302">£</td> </tr> <tr> <td data-bbox="175 1302 535 1344">D.</td> <td data-bbox="535 1302 782 1344">£</td> <td data-bbox="782 1302 1136 1344">J.</td> <td data-bbox="1136 1302 1479 1344">£</td> </tr> <tr> <td data-bbox="175 1344 535 1386">E.</td> <td data-bbox="535 1344 782 1386">£</td> <td data-bbox="782 1344 1136 1386">K.</td> <td data-bbox="1136 1344 1479 1386">£</td> </tr> <tr> <td data-bbox="175 1386 535 1402">F.</td> <td data-bbox="535 1386 782 1402">£</td> <td colspan="2" data-bbox="782 1386 1479 1402"> Total Costs / project cost £ </td> </tr> </table>			A.	£	G.	£	B.	£	H.	£	C.	£	I.	£	D.	£	J.	£	E.	£	K.	£	F.	£	Total Costs / project cost £	
A.	£	G.	£																							
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C.	£	I.	£																							
D.	£	J.	£																							
E.	£	K.	£																							
F.	£	Total Costs / project cost £																								
Additional information	Some Funders want to see policies in place. Do you have any of the following policies: <ul style="list-style-type: none"> Health and safety <input type="checkbox"/> Risk Assessment <input type="checkbox"/> Child Protection <input type="checkbox"/> Complaints/Grievance <input type="checkbox"/> Confidentiality <input type="checkbox"/> Equal opportunities <input type="checkbox"/> Volunteering <input type="checkbox"/> 																									

Signed: _____ **Date:** _____