Veterans' Foundation®
Small Grants Funding Programme
Application Form Questions and Documentation

The objects of the Veterans' Foundation® are to provide grants to eligible organisation that support serving and former members of the armed forces community, operational qualified seafarers and their immediate families. The objects are intended to be relatively broad and open to trustees' judgement and precedent.

The questions on the Small Grant Application Form and details of the documentation we require are listed below. Please ensure that you read The Veterans' Foundation®, Small Grant Guidance to Charities and Organisations applying for Grants document, before you start your application.

You can save and resume your application at any point by clicking on the Save and Resume link at the bottom of every page. A link will be generated which you can use any time within the next 30 days to resume answering questions on the form. The link can be e-mailed to you by entering your e-mail address when prompted. Upon visiting this save and resume link, signatures and file uploads will need to be resubmitted.

Please note that without the link, the data you have entered cannot be retrieved, and you will have to start filling out the form at the beginning.

Organisation Details:

- Name, address, structure of organisation, year established, website
- Social Media Handles (details of social media platforms)
- Number of Directors, Trustees and Volunteers.
- Purposes and aims of your organisation

If you have **NOT** previously received a grant award from the Veterans' Foundation® you will be asked to upload a reference from an Armed Forces organisation. The organisation should be familiar with your work and have experience of working with you - the referee should also be embedded in the local armed forces community.

Organisation Finances:

- Financial Year end; Income, Expenditure and Unrestricted Reserves.
- If you do not have annual accounts, please submit a 12-month cashflow statement with your application OR bank statements for the past three months. You will have the option to do this at the end of the application process.

Contact Details:

- Details will be required for two individuals – a main contact and a secondary contact.

Grant Request Information

A list of themes will be showing, please select the option that is most relevant to your grant request. Sub-categories will appear once you have chosen the theme.

How much are you requesting?

Please provide details of your funding request ie. What you will do and how? (max 250 words)

Please provide a cost breakdown of how a grant would be spent. (max 100 words)

What other funding has been secured for this project? Please include details of any approved and/or pending funding applications which have been submitted. (max 250 words)

What is the need you are addressing by delivering your project? Please include information on how this need was established and any consultation that has taken place. (max 250 words)

How is your organisation embedded into the Armed Forces Community? Please include details of who you partner with, refer to or receive referrals from. Has consideration been given to any duplication of services there may be in your area? (max 250 words)

How will this activity be funded in future years, beyond the period of the grant award? (max 250 words)

Impact

What impact will the Veterans' Foundation small grant have on the lives of the armed forces community you support? (50 words)

Beneficiary numbers

Documentation

You will be required to submit the following documentation – documents marked with an asterisk* are mandatory.

- Annual Approved Accounts or 3 months bank statements or 12-month funding plan *
- Governing document (constitution/articles of association) *
- List of funding sources and amounts received in the past 12-months *
- Safeguarding policy
- Job description (if you are applying for salary costs)

There is the option to upload three additional documents to support your application.

If you have any queries on the above, please contact the Veterans' Foundation® Grants Team via e-mail - grants@veteransfoundation.org.uk