

**GRANTS
APPLICATION
FORM**



OUR GRANTS

Thank you for expressing an interest in applying for funding from the Jersey Arts Trust. We invest in the arts in Jersey by making grants available to organisations and individuals in order to allow them to complete their work or to achieve an artistic result in an area which they are specially involved in.

They are for activities that can benefit people in and around the Island and also for people who use the arts in their day-to-day work.

WHY DOES THE JERSEY ARTS TRUST GIVE GRANTS?

The Jersey Arts Trust is the Island's development agency for the arts. We believe in the transforming power of the arts and their ability to change the lives of people throughout the Island.

We want the arts to be at the heart of Jersey life, reflecting the Island's rich and diverse culture. We want to help people throughout the Island to experience artistic and multi-cultural activities of the highest quality.

Our grants are provided to help artistic and cultural activities which support our aims and those of Jersey's artistic communities.

BEFORE APPLYING

Please read through the guidelines carefully before you fill in the application, as they will give you important and helpful guidance on the type of information we need from you to be able to assess your application.

The guidelines should also answer any questions you have about the assessment process and how we make our decisions. The application form is also designed to help you succeed with your request. It may highlight areas which you have not considered and assist you with your planning.

Please ensure that there is sufficient time for your application to be processed. There must, if possible, be a minimum of 3 months between your application being received by the Jersey Arts Trust and when your project begins. Please also ensure that you answer each question with as much detail as possible.

If you have any queries, please don't hesitate to contact the Jersey Arts Trust on 01534 617521.

PERSNOAL INFO

■ Your full name if you are applying as an individual, or the full name of your organisation or group:

.....
.....

■ Your full postal address [including postcode]:

.....
.....
.....
.....

■ If you are applying as an organisation or group, please provide a contact name:

.....

■ Daytime telephone number:

.....

■ E-mail address:

.....

■ Website address [if applicable]:

.....

■ What type of organisation are you? [for example: voluntary, charity, professional etc]

.....

■ If you are a charity, please provide your charity number:

.....

■ Please give a brief outline [no more than 50 words] of what it is you or your organisation does:

.....
.....
.....
.....
.....
.....
.....
.....

■ Signed:.....

ACTIVITY DETAILS

■ The name of the activity you would like us to support:

.....

■ Brief description of the activity, including if it has a particular focus audience [no more than 50 words]:

.....
.....
.....
.....
.....

■ When will the activity start and end?

.....

■ Where will this activity take place?

.....

■ Who do you believe will benefit from this activity?

- Myself General Public A specific group of people Other [please specify below]

.....

■ How many people do you think will benefit from this activity? [An estimation]

.....

■ Is your activity going to be directed at people who have never taken part in something similar?

.....

■ What age ranges are you going to target your activity to? Tick all relevant boxes.

- Children under 5 Children aged 5—11
 Young people aged 12—15 Young people aged 16—24
 Adults aged 25—64 Adults aged 65 and over
 All age ranges

■ Amount of grant sought:

.....

■ Signed:.....

FINANCIAL DETAILS

■ Have you received a grant/funding from the Jersey Arts Trust before? Yes / No
If yes, please provide name of applicant, name of activity, date and amount received.

.....
.....

■ Have you discussed this application with anyone at our offices? Yes / No
If yes, who?

.....

■ Are you in receipt of any regular funding [public or private] from any other organisation? Yes / No
If yes, please give details;

.....

■ Annual income for the previous year; [For organisations only]

.....

■ Total expenditure for the previous year;

.....

■ Surplus or deficit at year end;

.....

■ Total savings or reserves at year end;

.....

■ Signed:.....

**INCOME
BREAKDOWN**

Earned income

Expected Confirmed

<i>Sources</i>	<i>Total</i>
.....	£
.....	£
.....	£
.....	£

Other public or private funding [please specify if any]

Expected Confirmed

<i>Sources</i>	<i>Total</i>
.....	£
.....	£
.....	£
.....	£

Support in kind

Expected Confirmed

<i>Sources</i>	<i>Total</i>
.....	£
.....	£
.....	£
.....	£

Amount of grant sought

.....

Signed:.....

**OUTGOINGS
BREAKDOWN**

■ Artistic expenditure

<i>Sources</i>	<i>Total</i>
.....	£
.....	£
.....	£
.....	£

■ Revenue costs

<i>Sources</i>	<i>Total</i>
.....	£
.....	£
.....	£
.....	£

■ Marketing and promotional costs

<i>Sources</i>	<i>Total</i>
.....	£
.....	£
.....	£
.....	£

■ Capital expenditure

<i>Sources</i>	<i>Total</i>
.....	£
.....	£
.....	£
.....	£

■ Other expenditure

<i>Sources</i>	<i>Total</i>
.....	£
.....	£
.....	£
.....	£

■ Signed:.....

DECLARATION

Please note that this grant application may take a month to process.

I confirm that the information given in this application is true and that the application form has not been altered in substance from the original version. I confirm that any enclosures are current and accurate and adopted or approved by the organisation I represent or myself (as applicable).

I confirm that I am duly authorised to make this application on behalf of the organisation applying (please delete if not appropriate).

If this application is successful, in full or in part, the organisation, or myself (as applicable), will enter into an agreement with the Jersey Arts Trust establishing the conditions under which the grant is given.

■ Signed:

■ Name:

■ Position in company [if applicable]:

■ Date:

Please return this form and enclosures to:

Jersey Arts Trust
St. James Vicarage, St. James Street, St. Helier, Jersey, JE2 3QZ

■ CHECKLIST

- Application
- Additional overview pages
- Audited accounts
- Capital expenditure estimates
- Signed all pages of the application



Jersey Arts Trust
St. James Vicarage, St. James Street, St. Helier, JE2 3QZ

Tel: 01534 617521
Fax: 01534 610624
info@arts.je
arts.je