

## Example Atsain Fund Application Form

Organisation name

Contact 1 - name

Contact 1 - email

Contact 1 - telephone

Position in organisation

Contact 2 - name

Contact 2 - email

Contact 2 - telephone

Position in organisation

1. Type of organisation - please circle: Charity/ CIC / CIO / Partnership / Company Ltd by Guarantee/Local Authority/Other

Company/charity number

Number of staff

Website

Social media

2. Annual income/expenditure

Main sources of income

Surplus last financial year

Reserves

3. Please outline your mission statement and key values, and give a summary of the organisation, its origins, milestones, experience of working strategically. [500 words]

4. Amount of funding requested

5. Do you have a safeguarding policy in place Yes/No

How often is it reviewed?

Who is responsible for your safeguarding policy?

What are your safeguarding priorities (100 words)

6. Do you have an equality, diversity and inclusion policy or action plan in place? Yes/No

If yes - What are your current equality, diversity and inclusion priorities? [100 words]

If no - please explain why

7. Project name

8. Project summary [50 words]

9. Start and end date (Please note the project start date must be at least 8 weeks after the fund window deadline.)
10. Please list the barriers to music faced by young people, that your project will address. [50 words]
11. What are you planning to do and what are you hoping to achieve? [500 words]
12. Why is your project needed? What are the root causes of the problem you are addressing and why have you decided to undertake this work? Why is your approach the right one? [500 words]
13. When will your project take place and why have these dates or timescales been chosen?
14. Location of the project
  - Local authority/authorities
  - Postcode(s) in which project will take place
15. Projected number of beneficiaries:

Please describe how much of your target audience you are likely to reach, who your beneficiaries will be and how they will benefit. (200 words)

16. Is anyone else doing this work? How are you partnering with others to deliver your project and what learning do you think can be shared across the sector as a result of your project? (200 words).
17. How are you intending to involve young people in the organisation and delivery of the project? (200 words)
18. What risks have you identified to the project and how can you mitigate against those risks? (200 words)
19. What is your evaluation plan for the project? (200 words)
20. How will you ensure your project has a legacy or is sustainable after the funding ends? (200 words)

#### Project budget

Please upload your project budget using the template form on the Atsain home page.

#### Governance document

### Annual accounts

If you are in your first year and do not yet have annual accounts, please upload a copy of a paper bank statement.

### Safeguarding policy

### EDI policy

### Other comments

If there is anything you would like us to know regarding your application please note here.

Example application form