

Application Guidelines

(To be used if you are the applicant or a representative completing the application form)

1. What is the opportunity that you require funding for?

This is your chance to describe your opportunity in as much detail as possible. . Examples of this "opportunity" could be an item of equipment, an activity, a training course etc". Please tell us how funding from The Salford Foundation Trust will enable you to learn and/or develop new skills or take part in a character building experience or activity?

2. When will the opportunity start and for how long?

When will this opportunity start and finish – you can give us an approximate date? If it isn't going to start for a while – please state why.

3. Why do you want the opportunity (for which you are seeking funding)? Describe how this opportunity will assist you in what you want to achieve.

Please tell us what attracted you to this opportunity, how long has it been something you have wanted to do? Have you done it before, if so why would you like to do it again? You should also tell us about the difference this opportunity will make, how will it improve your current situation, e.g. will it allow you to acquire or develop a particular skill, fulfil an ambition, gain a qualification?

4. Why do you feel you should be given funding? Please explain why you need our help.

This is where you should tell us about any barriers that you feel stand in the way to achieving your goal. Use this section to describe your aims for the future. We would be interested to hear about any past achievements or experiences you may have had that you believe would help to demonstrate your commitment to this opportunity

5. How will your referees support you throughout this opportunity?

If your request for funding is granted, describe how your referees will help you to make the most of the opportunity. This can include any practical support such as use of facilities or equipment. If you prefer, one of your referees can complete this section.

6. Will you gain any certificates or qualifications from this opportunity?

Please list any qualifications you will gain during the course of the opportunity i.e. music grades, NVQ's or accreditations.

7. Funding - Approximate total value of the opportunity - How much do you think it will cost?

Amount applying for - How much funding are you applying for? The maximum grant is £500 but we may in exceptional circumstances consider requests for a higher amount.

Breakdown - How have you calculated this cost? E.g. music lessons @£30 each x 8 = £240.

Other funding secured - We would like to know about any other funding that will contribute to this opportunity e.g. funding from your parents, school, social services etc.

Other funding sought - Where else you have sought funding from (this includes applications you have made that have been unsuccessful)?

8. Declarations

Applicant - Please sign and date the application form. If a Representative has completed the form on your behalf then they can sign for you in the Representative section on page 4.

Representative - This section will not need to be signed if you the Applicant have completed the application form yourself.

Referees - You will need to ask the two referees (whose details you have provided on page 2) to sign and date the form. Your referees should be someone who you have a professional relationship with.