

# Investing in Families

## Online Application Form Questions

*Grants to charitable organisations working to support the most vulnerable and disadvantaged families in Kent, thereby improving people's life chances and promoting social cohesion.*

### Section A - Summary Information

- A1 Your Organisation
- A2 Please confirm that your organisation is tax resident ONLY in the UK [tick box]
- A3 Contact Title (Mr, Ms etc)
- Contact First Name
- Contact Surname
- A4 Your Job Title/Role
- A5 Your Email Address
- A6 Please re-enter your email address
- A7 Please summarise the purpose of your application in no more than 25 words.  
*This summary is important - please ensure that it is succinct, clear and accurate and **does not exceed** 25 words.*

*(Maximum 250 characters including spaces)*

### Section B - Your Organisation

- B1 Organisation Address
- Town
- County
- Post Code
- B2 Organisation's Telephone Number
- B3 Your Direct Telephone Number
- B4 Organisation's Website Address
- B5 What is the legal status of your organisation i.e. registered charity, CIC, social enterprise etc
- B6 If applicable, please provide your charity and company registration numbers
- B7 In what year was your organisation formed (*numbers only please e.g. 1985*)
- B8 How many people are:
- a) employed full-time   b) employed part-time   c) working as volunteers
- d) trustees or management committee members

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- B9 Briefly describe the aims, objectives and activities of your organisation.  
*(Maximum 1,250 characters including spaces which is about 200 words)*
- B10 What was your organisation's gross income in its last financial year?
- B11 What were the main sources of this income?  
*Please Indicate if these have changed significantly in the current year.*  
*(Maximum 1,250 characters including spaces which is about 200 words)*
- B12 What was its expenditure in the last financial year?
- B13 What were the main areas of expenditure?  
*(Maximum 1,250 characters including spaces which is about 200 words)*
- B14 What were your organisation's reserves in the last financial year?
- B15 Which District does your organisation serves all or part of?  
*If more than one applies, please select the primary one. If this is not possible, please select Kent-wide.*
- Ashford
  - Canterbury
  - Dartford
  - Dover
  - Folkestone & Hythe
  - Gravesham
  - Maidstone
  - Medway
  - Sevenoaks
  - Swale
  - Thanet
  - Tonbridge and Malling
  - Tunbridge Wells
  - Kent-wide
  - Other
- B16 Which District includes the geographic area that would be funded by the grant?  
*If more than one applies, please select the primary one. If this is not possible, please select Kent-wide.*
- Ashford
  - Canterbury
  - Dartford
  - Dover
  - Folkestone & Hythe
  - Gravesham
  - Maidstone
  - Medway
  - Sevenoaks
  - Swale
  - Thanet
  - Tonbridge and Malling
  - Tunbridge Wells
  - Kent-wide
  - Other

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### Section C – Purpose of Your Grant

C1 Are you applying for funds for:

- a) a new project or service      b) an existing project or service

*[If chosen a)]*

C1b When could the work start and what would be its proposed duration/timetable?

*(Maximum 1,250 characters including spaces which is about 200 words)*

*[If chosen b)* Please note: you will need to explain how a grant would unlock new opportunities or extend the project/service in some way.

C2 Please use this space to explain why you need a grant.

*Please be **very specific** about what you propose to do with the funds and how this will help Kent families.*

*(Maximum 4,000 characters including spaces which is about 600 words)*

C3 Please tell us how you approach diversity, equality and inclusion in your services and what efforts will you make to reach and support people who face additional disadvantage or discrimination?

*(Maximum 1,250 characters including spaces which is about 200 words)*

C4 What are the anticipated outcomes of the grant?

*(Maximum 1,250 characters including spaces which is about 200 words)*

C5 How would you measure these outcomes?

*(Maximum 1,250 characters including spaces which is about 200 words)*

C6 How many people do you estimate will benefit from the grant in any one year?

C6b How do you propose to monitor this number?

*(Maximum 1,250 characters including spaces which is about 200 words)*

C7 How will you ensure that funded work is sustainable over time and what plans do you have to secure replacement funding in future years?

*(Maximum 1,250 characters including spaces which is about 200 words)*

C8 Would the grant provide any long-term legacy.

Yes/No

C8b *[If Yes]* What would this be?

*(Maximum 1,250 characters including spaces which is about 200 words)*

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### Section D - Financial Information about the grant you are seeking

- D1 Are you requesting a one-off grant or a grant payable over more than one year  
[One-off grant] [Grant over two years] [Grant over three years]
- D2 How much are you requesting from the Trust:  
[Year one and one-off grants]  
[Year two]  
[Year three]  
[Total Grant] [form calculated field]
- D3 [if C1 is answer a)] What is the total cost of the new project or service?
- D4 [if C1 is answer a) and D2 total is less than D3] Please explain how you would make up the difference between the total project cost and the amount you are requesting from us.  
*(Maximum 1,250 characters including spaces which is about 200 words)*

Please note that you will be asked to attach a budget for your grant at the end of this form.

### Section E - Classifying the grant you are seeking

Please consider the following categories and indicate which is most relevant to your application:

*If more than one applies, please select the most relevant.*

- E1 Which category best describes the families you are supporting? If more than one applies, please choose the most relevant [only one can be selected]
- Debt and financial issues
  - Drug and alcohol abuse
  - Mental health issues
  - Domestic abuse
  - Caring for a family member
  - Bereavement
  - Housing and homelessness
  - None of these

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### Section F – Previous funding

The Trust is keen to hear from organisations that it has funded previously under its ‘Young People with Poverty of Opportunity’ programme and where grant funds have had a significant impact.

F1 Have you received CFCT funding within the last five years?

Yes/No

**[If Yes]** Please tell us about your grant and the impact that it made.

*(Maximum 1,250 characters including spaces which is about 200 words)*

### Section G – Attachments

- Please attach copies of your published financial accounts for the last two years  
Attachment 1  
Attachment 2
- Please attach a budget in Excel or as a Word table, showing specifically what the grant would pay for
- Please attach a copy of your organisation’s safeguarding policy
- If you are not a registered charity, please attach evidence of your not-for-profit tax status