

GANNETT FOUNDATION GRANT APPLICATION FORM 2016

Closing date: Friday, 14th October, 2016

The Gannett Foundation is the charitable arm of Gannett Co, Inc., owner of Newsquest Media Group, which publishes regional and local newspapers, websites and magazines across the UK. The Gannett Foundation provides funding to support local projects and organisations in areas where Newsquest operates. The funds are managed by the Quartet Community Foundation. In the last 10 years alone, the Gannett Foundation has made grants in the UK alone totalling nearly £4 million.

We value practical and creative projects that bring lasting benefits to the communities and neighbourhoods served by our newspapers and online audience. That includes schemes for neighbourhood improvement and local problem-solving, economic development, youth development, education and cultural enrichment, care of the elderly or infirm, help for the disadvantaged or disabled, and environmental conservation.

We particularly invite clearly reasoned applications asking for specific items of equipment or materials. Most of our applications are for relatively modest sums meeting every-day needs, but we will consider worthwhile projects on a bigger scale. And we are also able to join with other contributors to support elements of more ambitious projects. While preference will be given to ideas which create a durable legacy for the community, we will consider single events or projects of limited duration that otherwise meet our criteria.

Each year we choose a special theme and encourage relevant applications. The needs of rural communities is the chosen theme for 2016. But of course we will give equal consideration to all other applications we receive that meet our general criteria.

Restrictions:

- Applicants must be registered charities
- Applicants must not have received a grant from us within the last two years
- We will NOT fund:
 - salaries, professional fees or day-to-day running or maintenance costs
 - general appeals as opposed to specific projects
 - projects that do not bring benefits to our local communities
 - political or religious objectives
 - state or privately run schools (other than special needs) or hospitals (other than hospices)

We will favour projects that demonstrate good planning, oversight and financial responsibility. **You must supply copies of your most recent accounts (where required by the Charities Commission) or other appropriate financial information, together with any supporting materials and details of your organisation's managing committee.** The grants will be monitored by the relevant local newspaper Editor, and it will be a condition of each grant that the recipient must report back on its use to the Chairman of the Trustees within 12 months of the award.

The following are just some examples of the grants we made in 2015 all over the UK:

£6,000 to pay for 100 home starter kits for rough sleepers on the South Coast;
£6,940 for an "eye-gaze" tracker for the disabled in East Sussex, enabling computer control by eye movement;
£3,680 for a polytunnel, fruit trees and gardening tools for a horticultural project in Glasgow
£3,000 for the Wales Deaf Rugby Union.
£2,500 to modernise the stage at a busy community hall in the North West.
£7,200 for a walk-in cold room for a community farm shop in North Yorkshire.
£2,500 for a new pony for disabled riders in Cheshire.

**This application form must not be altered in any way.
We will not accept applications that are not made using this form.**

Gannett Foundation application

Applications must be sent initially to the Editor of your local Newsquest publication by no later than 5pm on Friday 14th October 2016. Please complete this questionnaire and return it electronically to the email address given in the newspaper, on the website and repeated at the end of this questionnaire, together with scanned electronic copies of supporting documents. Alternatively, type or print clearly and put the form and documents in the post to the relevant newspaper address, which is also repeated at the end of this questionnaire. We may reject incomplete questionnaires. If you need more space to answer our questions, please attach a detailed proposal on no more than two pages.

Please note that completed application forms and any attachments (including discs or USB sticks etc) are non-returnable.

Name of your organisation:

Address of organisation:	Contact address (if different):
Daytime telephone number:	Name of contact person and position within the organisation:
E-mail address:	

What is your registered charity number?
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When did your organisation start?
Does your organisation work with children?
<u>If, yes, and you have a child protection policy, please attach a copy of it.</u>

If your organisation has received a grant from the Gannett Foundation before, please state when the grant was received, the amount given and what it was used for.

What are the main activities of your organization?

Please explain what you need funding for, e.g. a particular project or a piece of equipment.

Please explain how the local community will benefit. In particular:

- **How many people will benefit, and how have you determined that number?**
- **How do you see the project or activity developing in the future if a grant is made?**
- **What do you think the lasting benefit will be?**

What is the project's time period?

Please give details of the full costs of the project, equipment or other item that you are applying for:

How much are you applying for from the Gannett Foundation?

If this is not the full cost, what other funding do you have for this project, including any funds from your own resources, and when do you expect all the funding to be in place?

If different from the details above, please tell us the name of the organisation that should appear on the cheque:

Declaration:

Signature of person submitting the form:

Date:

Signature of the Chairman of the Management Committee (or another member of the management committee if the Chairman is completing the form). **Please remember, your application must include your most recent set of accounts.**

Date:

Checklist, please make sure you have:

Answered every question

Signed the form (two signatures)

Enclosed your most recent accounts or financial information

Enclosed a list of names and addresses of the members of your management committee

Please return as follows:

Electronic PDF copies should be emailed to your local Newsquest newspaper at:

elaine.wilson@telegraphandargus.co.uk

If you are unable to email, please post hard copies to your local Newsquest newspaper:

Elaine Wilson, Telegraph & Argus, Hall Ings, Bradford, West Yorkshire, BD1 1JR