



## GANNETT FOUNDATION GRANT APPLICATION FORM 2017

Closing date: Monday, 9<sup>th</sup> October, 2017

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.

#### 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 typical examples of the grants we made in 2016 all over the UK:

£4,730 for greenhouses and tools at a community garden in Bradford;  
£4,000 to refurbish the kitchen at Chideock village hall in Dorset;  
£5,740 bought medical equipment for the Alexander Devine Children's Hospice in Berkshire;  
£3,080 supporting motorcycle and carpentry projects for youth in South London;  
£6,170 to supply hot home meals for the sick and elderly in North London;  
£5,530 for tumble dryers and other equipment at homeless shelters in Lancashire;  
£4,410 for community sports in Hampshire; and  
£6,600 paid for theatrical equipment for a community hall in South Wales.

**This application form must not be altered in any way.**

**We will not accept applications that are not made using this form.**

**Applications must be sent initially to the Editor of your local Newsquest publication by no later than 5pm on Friday 6th October 2017. 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. If you need more space to answer our questions, please attach a detailed proposal on no more than two pages. All documents, including the completed questionnaire, must be sent as a single PDF file.

The Trustees will meet to make the awards at the end of November 2017.

<b>Name of your organisation:</b>	<input type="text"/>
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<b>Address of organisation:</b> <input type="text"/>	<b>Contact address (if different):</b> <input type="text"/>
<b>Daytime telephone number:</b> <input type="text"/>	<b>Name of contact person and position within the organisation:</b> <input type="text"/>
<b>E-mail address:</b> <input type="text"/>	

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

<b>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.</b>
<input type="text"/>

**What are the main activities of your organization?**

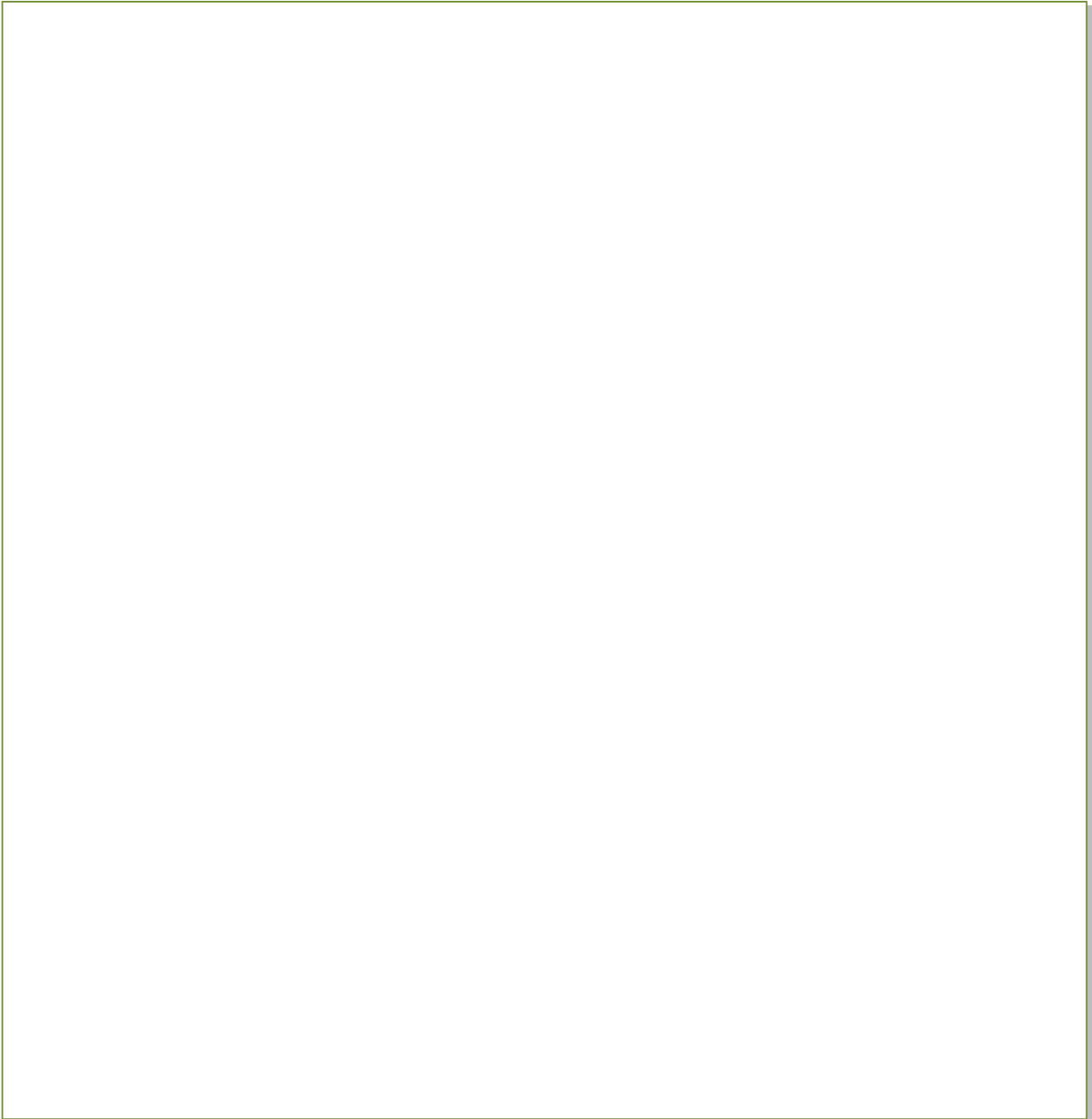


**Please explain what you need funding for, e.g. a particular project or a piece of equipment.**

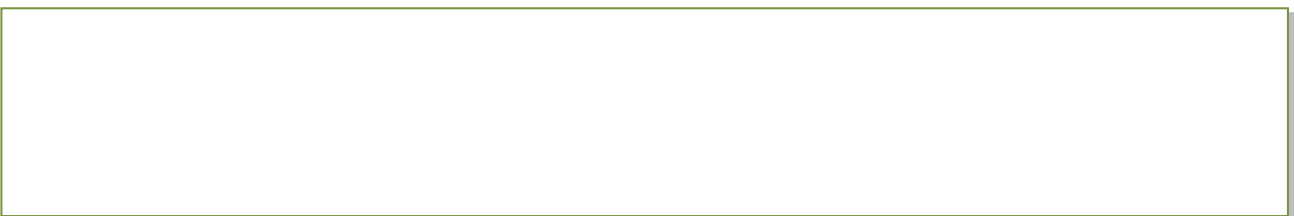


**Please explain how the local community will benefit. In particular:**

- **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 (ONE FILE) should be **emailed to your local** Newsquest newspaper at:

[elaine.wilson@ngyne.co.uk](mailto:elaine.wilson@ngyne.co.uk)

**HARD COPIES WILL NOT BE ACCEPTED.**