

Gannett Foundation - APPLICATION FORM

This application form must not be altered in any way.

We will not entertain applications that are not made using this form.

Applications must be sent initially to the Editor of your local Newsquest publication. 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 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.

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 DVDs, CDs, 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:

Fax number:

What is your registered charity number:

When did your organisation start?

Does your organisation work with children?

If yes do you have a child protection policy?

Please attach a copy of that policy

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 organisation:

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:

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 to:

Email your application to:

lyle.acott@thergus.co.uk

OR post to

***Lyle Acott
PA to Michael Beard, Group Editor
Argus House
Crowhurst Road
Hollingbury
BRIGHTON
BN1 8AR***