**APPLICATION for BEARR Trust Small Grants Scheme 2018**

1. **Contact details and basic information**
   1. NAME of NGO
   2. Contact details: (address, phone number, email)
   3. NAME and position of the person submitting the application
   4. EMAIL of the person submitting the application
   5. Website: (organisation’s website, Facebook, Twitter if available)
2. **Overview of the NGO**
   1. A brief description of the organisation, its mission and objectives
   2. Brief details of any partner organisation, its mission and objectives
3. **Project description**
   1. NAME of the project
   2. Short and long-term objectives
   3. Brief description of the activities to be supported by the grant
   4. What is original or innovative about the proposed project?
   5. How does this work fit with the organisation’s current activities, and how does it meet the aims of the Scheme?
4. **Monitoring and assessment**
   1. The outcomes you forecast – what will be the results?
   2. Criteria by which you will measure achievement of outcomes – how will you know they have been achieved?
5. **Budget (in pounds sterling)**