

Holocaust Memorial Day 2025 –

For a Better Future

# Funding application form

## Section 1: General Information

Applications are invited for grants of up to £1,500 from organisations who would like to contribute to our Holocaust Memorial Day programme.

Please use the funding criteria to help you complete this form. You can find this at [www.newcastle.gov.uk/holocaust-memorial-day-funding](http://www.newcastle.gov.uk/holocaust-memorial-day-funding)

To avoid delays in assessing your application please answer all the questions that apply to you.

Some questions have a character limit. Any information that is over the limit will not be considered when we assess your application. If we need additional information or documents we will let you know.

If you need this form in an alternative format or have any questions please contact Andrew Rothwell by emailing [andrew.rothwell@newcastle.gov.uk](mailto:andrew.rothwell@newcastle.gov.uk) or on mobile number 07426 910278.

**Name of organisation:**

**Name of project:**

**Date of event:**

**Amount applied for:**

Please send your completed application to [Andrew.rothwell@newcastle.gov.uk](mailto:Andrew.rothwell@newcastle.gov.uk) by **5pm on Friday 27 September 2024**.

## Section 2: About your organisation

1. Name of your organisation
2. Contact details

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| Contact name:  Position in organisation:  Address:  Telephone number:  Email address: |

1. What is your organisation’s legal status? For example, Community Interest Company, Faith Group, Company Limited by Guarantee

1. Company number

1. Are you a registered charity?

Yes – please go to question 6

No – please go to question 7

1. Charity number

Please go to question 8

1. Please explain how you can prove that your organisation is non-profit making or that any surpluses you make are invested in non-profit or charitable activities (250 words maximum)

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1. Please tell us about your Board, Management Committee or Trustees

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| Chairperson:  Secretary:  Treasurer:  Other committee members: |

1. Please provide details of you bank or building society

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| Name of bank or building society:  Branch:  Name of account:  Account number:  Sort code: |

1. Please provide the names and positions of people who have authority to sign cheques on behalf of your organisation

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1. What is the main purpose of your organisation? (250 words maximum)

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1. How will taking part in our Holocaust Memorial Day programme help achieve your organisation’s aims and objectives? (250 words maximum)

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## Section 3: About your project

1. Tell us about the project you want funding for. Please include what you plan to do and how and where the activities will take place. (500 words maximum)

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1. How does your project address this year’s theme and the aims of Holocaust Memorial Day as set out by Newcastle City Council and the Holocaust Memorial Day Trust? (500 words maximum)

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1. Tell us how this project is different from or additional to the services you usually provide. (250 words maximum)

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1. Have you organised activities like this before?

Yes – please go to question 17

No – please go to question 18

1. Please confirm that your organisation has the capacity to deliver your project. Please include details of your skills, experience and knowledge. (250 words maximum)

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Please go to question 19.

1. Please tell us how you will make sure the project is delivered. Please include details of your skills and experience and anyone you plan to consult for advice to deliver this project. (250 words maximum)

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1. Is there anyone you plan to consult or engage to support you to deliver your project? If yes please provide details. (250 words maximum).

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1. How many people will benefit from your project? Please provide participant and audience numbers.

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1. Is your project intended to attract a specific target group or groups (for example young people or members of the Roma community)? If so please provide details.

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1. What do you hope your project will achieve? (250 words maximum)

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1. How will you publicise your project? Include details of what you plan to do to make sure the public, especially those who are not your usual customers or beneficiaries, will know that they are welcome. (250 words maximum)

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1. Will you work in partnership with any other organisations to deliver your project? Please provide details of who, why and how this will benefit your project.

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1. Will your project attract any other funding or resources? If yes please tell us where from and how much. If you include in-kind support please explain how you calculated the value.

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| **Type of resource** | **Contributor** | **Value** | **In-kind calculator** |
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1. When will the project start and end? Please provide exact dates if possible.

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1. Please provide a full budget for your project including income and expenditure. You can either complete the table below or attach as a separate document.

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| **Income – source** | **Amount** |
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| **Expenditure – item** | **Cost** |
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## Section 4: Declaration

On behalf of       I confirm that the information contained in this application is true and correct.

**Name:**

**Position:**

**Signature:**        **Date:**