

Guidance

You can use the page numbers at the top of the screen or the buttons at the bottom to move between pages.

Before completing this form please make sure you have read our Wee Grants [guidance](#).

If you have any communication support needs that make reading or completing an application form difficult or impossible, or you would prefer to complete our word version of the form, please get in touch with us at funding@therobertsontrust.org.uk or call us on 0141 353 4321 to discuss alternative ways you can apply.

This form works best when using Chrome or Microsoft Edge. You may experience issues if you are trying to complete this form using a tablet or Apple Mac and we would advise using a computer/laptop where possible.

Does your organisation have a minimum of three members on its Board or Committee, at least two of whom are unconnected?

Yes

Does your organisation have a bank account in its own name, with at least two unconnected people required for every withdrawal or payment from the account?

Yes

Does this work involve children, young people or vulnerable adults?

No

What type of organisation are you?

A community group with a constitution and charitable aims

Does your organisation have a constitution which is in its own name and which has been signed, dated and adopted by its management committee?

Yes

Organisation name

Wee Grants Example Application

When was your organisation established?

2022

Organisation address

Street name and no.

Street name and no

Town/city

Town

Local authority Postcode

Local Authority Postcode

How many people on your board and/or senior staff share similar experiences to the community you support?

Most people

Pick from one of the options below:

- **Most people** (at least 75% of your Board/Management Committee and/or at least 50% of senior staff who report directly to your Board).
- **Around half** (50% of your Board/Management Committee and one person who reports directly to your Board).
- **A small number** (one or two people on your Board/Management Committee).
- **None**
- **I don't know**

We will not use this information for assessment purposes. We are interested in understanding the profile of the organisations we fund and will report on this figure annually as part of our Equity, Diversity, Participation and Rights (EDPR) **Commitment**.

What does your organisation do and who does it support? (300 word limit)

We are a volunteer run group which supports people in the community through providing opportunities to take part in sport and physical activities, community social events and cultural exchange events to support integration. Our community has high levels of poverty and deprivation and many of the people we support are families who are struggling financially, including asylum seeker/refugee families and those from ethnic minority backgrounds. Our activities aim to promote community cohesion and integration and through these we are able to identify those who may need additional support. We provide support/signposting to other agencies for help such as access to foodbanks,

welfare benefits advice and local training/upskilling opportunities. Over the past year we were able to distribute iPad/tablet devices to families struggling with exclusion and isolation and our digital champion volunteers provided training for parents, carers and children on their use. Our work has had a huge impact on families and individuals within the community who are struggling due to the cost of living crisis and has hugely improved their mental wellbeing.

Please tell us about the work you would like us to fund and how this will make a difference in your community (300 word limit)

We would like funding towards our running costs to deliver these activities and events and support people with any issues they may be experiencing. Our sports sessions are well attended by children & young people, many of who might not otherwise access extracurricular activities. We would also like to run some day trips during the summer holidays for local families, as many aren't able to afford these, and arts/crafts classes for children. All of our activities/events are free to attend, to ensure cost is not a barrier, and we offer food/snacks as part of these. We expect our work to benefit approximately 100 families over the year ahead.

How does this work involve your community? (300 word limit)

All our committee members and volunteers are from the area and understand the issues local people experience. We work closely with the local community centre, who provide us with low cost space to deliver our activities. Our committee/volunteers come from all walks of life and many have themselves experienced hardship so know what it's like to struggle. We regularly engage with other community groups and encourage feedback from parents/carers.

What is the total cost of the work you would like us to fund?

14000

What is the total cost of your organisations work over the next 12 months?

14000

How much would you like from us?

5000

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Do you have a recent statement of income and expenditure for your group?

No

Please provide details of your organisations most recent income and expenditure which should cover a 12-month period.

Income £ Expenditure £

12400 12800

Please upload a bank statement for your organisation which is dated within 3 months

Bank Statement Example.docx

Please provide details of an Independent Referee below.

This should be someone who knows the work of your organisation but is not directly connected to it. This might be a local community worker, MSP or Councillor, teacher, health professional or someone from your local Third Sector Interface.

Having someone from your community vouch for your work lets us know that you are well linked in within your local community and are known to others.

We may contact the independent referee as part of the assessment of your application or during the period of any funding we award. Please make sure you have permission to provide their details and that they are happy for us to contact them. We will store their details until any grant we award comes to an end.

First Name

Referee First Name

Last Name

Referee Last Name

Referee Organisation

Referee Organisation

Position within the organisation Email

Phone

Referee Position

referee@therobertsontrust.org.uk 0141 353 4300

If you are having trouble uploading files, you can send them to us at weegrants@therobertsontrust.org.uk. Please tell us your organisation's name and provide your application reference number, if you have one. If you are unable to send us this form as a result of issues uploading files, please call us on 0141 353 4321.

Is there anything you want to tell us about the financial information shown in either of these documents? (150 word limit)

The funds held in our bank statement includes £2K which is from a grant received towards the costs of sports equipment and arts/crafts materials.

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This person should be authorised to commit the organisation to applying for funding. For registered charities this should be someone on your Board. For constituted groups this should be a member of your management committee.

First name

Org First Name

Last name

Org Last Name

Position

Email

Phone

Committee Member weegrants@therobertsontrust.org.uk 0141 353 4300

The organisational contact has given consent for their details to be used within the application and associated processes.

- Yes

Does this contact have any communication needs we need to know about?

No

This is the person we will get in touch with for any queries about the application or where we need additional information and must be a different person to the organisation contact noted above. Please make sure this is someone who can answer any questions about the work, and who is available and happy to be contacted.

The application contact provided must be different to the organisation contact above.

The emails provided on this form must be different.

First name

Applicant First Name

Last name

Applicant Last Name

Position

Email

Phone

Committee Member onlineapplications@therobertsontrust.org.uk 0141 353 4312

Does this contact have any communication needs we need to know about?

No

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If this is your first application to the Robertson Trust, how did you hear about us?

Word of Mouth

* This could be a local authority funding fayre, Robertson Trust event or another funders' event

** Third Sector Interfaces (TSIs) provide a single point of access for support and advice for the third sector within local areas. There is a TSI in each local authority area in Scotland.

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To the best of my knowledge, the information provided on this application gives a true and accurate account of my organisation's work and needs. I confirm that I am authorised to commit my organisation in this way. I confirm that my organisation unconditionally authorises The Robertson Trust to publish details of financial support given to my organisation and of the objectives of my organisation; to pass any details obtained about my organisation through this application or through subsequent assessment procedures to external agencies, including other grant-making bodies, and also to use such information as part of any survey undertaken by The Robertson Trust; and/or to use any such details as part of any press release or publication; and without the need at any time to obtain the further consent or agreement from me or my organisation.

I confirm that I, the Organisation Contact noted previously, agree to the above declaration.

- I agree

I confirm that I, the Application Contact noted previously, agree to the above declaration.

- I agree

We may, very occasionally, wish to share relevant updates and learning with the organisations we fund. Please let us know, using the check boxes below, whether you are happy to receive this information. Please note you do not have to give your consent in order to apply. The Robertson Trust is relying on your consent in order to share this information with you. You can unsubscribe at any time by emailing us at dataprotection@therobertsontrust.org.uk

I Agree

Once you have completed the form and are ready to send it to us, click the 'send' button below. You will then be shown a preview of your completed form, which you can review to ensure you are happy with your responses. You can also print a copy of the form by clicking the 'print this page' button at the bottom of the next page.

When we receive your application, we will email you a link to an **online copy** of your completed form. If you require a paper copy application for your records, you should print a copy of this now.

Once you are happy with your responses and have printed a copy of the form, if required, hit 'confirm' to send us the application form.

Attached File:

Bank Statement Example.docx (12 KB)

