

# AGCF Application Form for Foodbanks and Crisis Funds

## Organisational Information

1. Registered Name and Number of Charity
2. Registered address
3. Names of cheque signatories and confirmation that they are not related.
4. Name and role of the person who would sign any grant agreement  
Name:  
Role:
5. Please provide below the contact details of the person we should communicate with regarding your application: (The name, work phone number/s and email address)  
Name:  
Phone number/s:  
Email:
6. A brief description of your organisation's aims (100 word limit)
7. Confirmation that all of the funds you are asking us for will be spent in England, The Republic of Ireland, Isle of Man or Wales.  
YES / NO
8. Bank Account details

Bank Name	
Bank Account Name	
Account Number	
Sort Code	
IBAN Number (ROI only)	

## Project Information

9. The name of the project
10. Please describe what the project is, who it will help and how it will help to relieve their poverty (250 word limit)
11. Start and end dates  
Start:  
End:
12. How many staff and volunteers do you currently have working/volunteering for you?

Staff:  
Volunteers:

13. A budget breakdown and total cost:

EXPENDITURE BUDGET HEADING	AMOUNT (£ / €)
[Budget Heading 1]	
[Budget Heading 2]	
[Budget Heading 3]	
<i>Add more rows if required</i>	
<b>TOTAL Expenditure</b>	

14. Funding secured to date for this specific project:

Source of Funding	Amount (£ / €)	If this funding is for a specific item, please say which item
<i>Total Secured</i>		
<b>CURRENT SHORTFALL</b>		

15. Other funding applied for but as yet unsecured for this specific project:

Source of Funding	Amount	If this funding is for a specific item, please say which item	Approximate date of funder decision
<i>Total Unsecured</i>			
<b>LIKELY SHORTFALL</b>			

16. Request from the Albert Gubay Charitable Foundation:

(If you are asking for us to fund specific elements from your budget in Qu 13, please state which budget heading they are and how much you are looking for from AGCF)

Item	Amount requested from AGCF (£/€)
<b>TOTAL</b>	

17. Measurable outputs from the project

Output Heading	Number
Number of people helped	
Number of families helped	

18. Please describe how you will record the outputs or any other wider impact that the project will have. (200 word limit)

**ATTACHMENTS CHECKLIST (Please submit the following information with your application form)**

1. Copies of your last audited accounts or bank statements
2. Constitution or Governing document
3. Safeguarding Policy & Procedure
4. GDPR Compliant Data Protection Policy & Procedure
5. Health & Safety Policy
6. Volunteer policy (where you have volunteers)
7. Copies of insurance cover
8. Budget (income and expenditure) for the project if not complete in Qu.22
9. A cash-flow forecast for your organisation for the next 6 months.
10. A copy of your latest bank statement (personal details can be redacted)