



Please read the Empower Guidelines before applying to ensure your application meets the programme criteria.

You can use this word template to prepare your application before copying the information into the online form, but you cannot send us your final application on this word template.

The questions highlighted with an * are mandatory on the online form.

All applications must be submitted using the online application form available on our website www.bankofscotlandfoundation.org

1. About your charity

*Name of your charity as per OSCR	
*Your charity registration number	SC
*Title of main contact	
*Full name of main contact	
*Job title of main contact within charity	
*Correspondence address	
*Town/City	
*Postcode	
*Email	
*Telephone	
*Chairperson's name	
*Chairperson's email	
If we have any questions in respect of your grant application, we may contact you by telephone to request further information. Please provide an alternative contact person in the event of any holidays or absence.	
*Alternate contact name	
*Alternate contact phone number	
*Please confirm that your charity income for the current year as per OSCR is between £150,000 and £500,000 (as per your most recent signed Annual Accounts submitted to and checked by OSCR) and that your charity meets our programme guidelines.	☐
*Number of full-time paid staff:	
*Number of part-time paid staff:	
*Number of volunteers (enter 0 if you have none):	
*Please confirm that your charity puts vulnerable people at the heart of everything it does. (Please note you will be asked to expand on this in your supporting documents)	☐
*What % of your beneficiaries are vulnerable:	%



2. About the grant

*I understand that I am applying for an unrestricted grant of up to £250,000 (£50,000 per annum)	☐
Please note that you are applying for unrestricted funding. Unrestricted funding can be used towards core costs, delivery costs, project costs and/or general running costs enabling charities to use their funding in the way that helps them best.	
*Whilst our funding is unrestricted, charities are asked to provide a broad indication of what our funding may be used for such as overheads, project costs or salaries.	
*Approximately how many people will benefit from the grant each year?	
*How have you identified there is a real need for the services your charity provides? (max 50 words)	
*Who else have you asked for funding in the last 12 months? Please list in date order with the most recent first.	
1. Name of fundraising organisation	
Amount requested	£
What was the outcome?	Choose an item.
2. Name of fundraising organisation	
Amount requested	£
What was the outcome?	Choose an item.
3. Name of fundraising organisation	
Amount requested	£
What was the outcome?	Choose an item.



3. Supporting documents

You must have at least three years of Annual Returns submitted to and checked by OSCR. We cannot fund you if you do not upload your most recent Annual Accounts submitted to, and checked by, OSCR.	
*You must submit a file that is a maximum size of one A4 page and no more than 500 words. Please use your A4 page to tell us: What your charity does, the vulnerabilities of the people that you support, the difference your charity makes to vulnerable people, why you need unrestricted funding and any other information that may support your application.	Please upload your A4 page.
*Please submit a copy of your most recent signed Annual Accounts as submitted to and checked by OSCR. (This document must match your latest accounts as showing on OSCR). We cannot assess your application if you do not send in the correct accounts.	Please upload your accounts.
*Please submit a copy of your most recent Constitution.	Please upload your constitution.
*I understand that the Bank of Scotland Foundation will not be able to assess this application if correct documentation is not supplied.	☐

4. Declaration

I confirm that to the best of my knowledge, all answers on this form are correct and the application has the support of the management of the charity and the charity meets our programme guidelines.	☐
Date	Click or tap to enter a date.