

# Application Form

Please return the form with sections 1, 2 and 3 fully completed together with the required documents and the evaluation fee of £100.00. Your application will not be considered unless we have all the correct paperwork and the fully completed form.

## SECTION 1 of 3 - Contact & Registration Details

Name of Applicant Organisation (in full):

Name of Contact Person and their Position in the Organisation:

Physical Address (include postal code and country)

Telephone (inc International Dialling Code):

Fax (inc International Dialling Code):

Email:

Website:

Country of Registration:

Website of registration organisation with which applicant organisation is listed:

Applicant Charity No:

Primary Purpose of the Organisation:

### Please include the following with your UKFC Application:

- A copy of your organising documents in English [translated if necessary] and in the original language if applicable. Include name, address, email, website if any and relevant qualifications of translator. The translation should be legally endorsed. Note, the UKFC will also have the translation checked and may pass on any costs incurred.
- Your Policies on safeguarding children/young people or vulnerable adults if you support either of these groups.
- Literature about your programmes
- Annual reports of the applicant organisation and financial statements for the last three years in English (translated if necessary with conditions as above).
- Photo ID documents for three directors (eg. copy of current passport).

☐ I have enclosed the requested documentation

## SECTION 2 of 3 - Director / Trustee Information

### Director / Trustee #1

Full Name:

Job Title:

Address (including postal code and country):

Telephone (inc International Dialling code):

Mobile (inc International Dialling code):

How long in this position?

Are they a voting member of the board?

☐

Yes

☐

No

Best time for the UK Fund For Charities to contact Director / Trustee #1 :

### Director / Trustee #2

Full Name:

Job Title:

Address (including postal code and country):

Telephone (inc International Dialling code):

Mobile (inc International Dialling code):

How long in this position?

Are they a voting member of the board?

☐

Yes

☐

No

Best time for the UK Fund For Charities to contact Director / Trustee #2 :

### Director / Trustee #3

Full Name:

Job Title:

Address (including postal code and country):

Telephone (inc International Dialling code):

Mobile (inc International Dialling code):

How long in this position?

Are they a voting member of the board?

☐

Yes

☐

No

Best time for the UK Fund For Charities to contact Director / Trustee #3 :

## SECTION 3 of 3 - Payment Information

☐ I have made a £100.00 payment online via PayPal — go to our website [www.ukfundforcharities](http://www.ukfundforcharities) and visit the "Join the UKFC" section for 'Pay Evaluation Fee' button.

☐ I have enclosed a personal sterling cheque of £100.00. Please make cheque payable to "The UK Fund For Charities"

☐ By Bank Transfer to Barclays Bank

Account Name: UK Fund for Charities  
IBAN: GB23 BUKB 202397 23729745

S/C: 20-23-97  
Swift: BARCGB22

A/C No: 23729745

## Undertakings

**IMPORTANT:** Please confirm the following by ticking each box statement below.

☐ No person or company benefits from the income or assets of the applicant organisation, other than as an employee of that organisation or as a recipient of charitable activity or as a provider of goods or services to the applicant organisation.

☐ The applicant organisation has no shareholders.

☐ If the applicant organisation were to stop operating, its assets would be distributed to other charitable organisations or for similar charitable purposes.

☐ The applicant organisation does not engage in non-charitable activities.

☐ The applicant organisation does not lobby (other than as a small part of its overall charitable activities) or participate in political campaigns.

☐ The applicant organisation is not controlled by any other organisation.

Your signature on this Application Form will confirm that your organisation agrees that any grant received from the UK Fund for Charities will be used in accordance with the terms of the grant. Your organisation will not use the grant for any other purpose. Any grants not so applied or that cannot be so applied will be returned to the UK Fund for Charities or used for such other purposes or programmes as may be agreed with the Trustees of the UK Fund for Charities.

**Agreed and Accepted** *One signature must be that of a Chairman or equivalent*

First Signature \_\_\_\_\_ Name \_\_\_\_\_

Second Signature \_\_\_\_\_ Name \_\_\_\_\_

Date \_\_\_\_\_

Please return the form with sections 1, 2 and 3 fully completed together with the required documents and the evaluation fee and return to us either via a scanned email attachment to [info@ukfundforcharities.org](mailto:info@ukfundforcharities.org), fax to +44 (0) 1342 871911 or pop it in the post to and mail it to:

The UK Fund For Charities  
PO Box 288  
Crowborough, TN6 9EX  
United Kingdom

Your application will not be considered unless we have all the correct paperwork and the fully completed form. The UK Fund for Charities reserves the right to cancel Membership of the International Programme without a refund if the Trustees consider that a Member of the Programme has acted improperly and brought the UKFC into disrepute.

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The UK Fund For Charities  
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Registered charity number 1097462  
Company registered in England and Wales number 04727786  
Registered Office: 8 Harwoods Close, East Grinstead, RH19 4BH, UK