

The James Gillespie's Trust

Small Grant Guidelines

Background Information:

Trust funding is not a straight replacement for eligible statutory funding. Although matched funding is not a requirement, the Trust will look favourably upon applications where other financial support or support in kind is in place. Applicants must demonstrate that the Trust's support will make a real difference to the project and that the project will not be able to proceed without the Trust's support. The trustees will not be prescriptive about the type of project they will support but, for guidance, they have in mind proposals involving:

- the establishment or development of clubs or societies within the School for students or the wider community
- travel to sporting or cultural events and competitions
- performance, exhibition, publishing
- improving access to sporting, cultural and educational activities
- promoting cultural exchange
- improving the environment or ambience of the School and community.

Application Criteria:

- Applicants must be current or former members of the school register and aged between 11 and 18 years at the time of application.
- Applications must be endorsed by a member of the senior management team.
- Applications can be for no more than a total of £300
- Applications should demonstrate a clear sustainable benefit to the school.

Notes for Applicants:

- Applications for a Small Grant must be sent directly to James Gillespie's Trust (mail.jgtrust@gmail.com) for consideration but will only be considered for funding in November, January and April (see website for exact dates each year).
- The Trust will, however, consider applications more rapidly if an urgent case for funding is justified.
- Trust decisions will be notified to the applicants in writing and are final.
- Re-applications cannot be considered within 12 months.
- Applicants will be expected to provide at least one progress report during the project and a final report within one month of its completion.
- Successful applicants will be expected to allow the Trust to publicise their grant and any positive outcomes

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The James Gillespie's Trust Small Grants Scheme – Application Form

About the Applicant:

Title:

First name:

Surname:

Address:

Email:

Telephone Number:

Mobile Phone Number:

Register Class Number (if applicable):

About the Project:

1. Project title:
2. Project start date:
3. Expected finish date:
4. In no more than 100 words please describe why you need the funding:

5. In no more than 50 words please describe the main benefits of the project:

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1. State the total funds requested including the costs of individual items (maximum £300):

2. Provide details of any other support available, e.g. Additional funds, volunteers, etc:

3. If you receive the funding, in no more than 50 words please describe how you will know your project has been successful:

4. In no more than 50 words please describe what will happen if you do not get the funding from the James Gillespie's Trust:

5. Staff endorsement:

Please send your application to:

The James Gillespie's Trust
James Gillespie's High School
120 Warrender Park Road
Edinburgh
EH9 1DD

Or email to: mail.jgtrust@gmail.com