**BASC Wildlife Fund application form for small grants**

This form is for making a small grant application. The limit for small grants is £5,000. For further information, please read our [guidance notes](https://bascwildlifefund.co.uk/guidance-for-applicants-of-a-small-grant/).

Personal details

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| **Name** |  |
| **Organisation name (if applicable)** |  |
| **Position held** |  |
| **Correspondence Address** |  |
| **Telephone** |  |
| **Email** |  |
| **Organisation type, eg Charity, Community Interest Company, other not for profit entity etc** |  |
| **Registration number** |  |

Project details

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| **Project title.** Provide a sentence which explains the purpose of the project for which the grant is being sought – maximum 20 words. |
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| **Project summary.** Provide a concise description of the project clearly explaining the conservation objective/s which this project will address – maximum 200 words. |
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| **Project location**. Provide accurate information on where the project will take place, who owns and/or manages the land, a site map, any relevant site designations, and any other pertinent site details. |
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| **Description of the project**. Outline the objective/s of the project; these should be Specific, Measurable, Achievable, Relevant and Time-bound. Describe the methods that will be followed to implement the project, identifying the key activities that will help you reach the overall objective/s. |
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| **Will this project support the implementation of any local, national, or international species or habitat action plans or management plans?** | | Yes/No |
| *If yes, list below relevant plans and actions and how your project will contribute to them. Add more rows as necessary.* | | |
| *Plan and action* | *Contribution your project will make* | |
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| **Project duration.** (a maximum of 24 months is allowed for one project) | |
| Intended start date (dd/mm/yyyy) |  |
| Intended end date (dd/mm/yyyy) |  |

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| **Project partners**. List any partners who will be actively involved in the delivery of the project. |
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| **Project supporters**. Name any supporters who endorse this project. |
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| **Project personnel**. Provide a short biography for everyone who will contribute to the delivery of this project, and the role they will perform. Add more rows as necessary. | |
| *Name* | *Biography* |
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| **Project beneficiaries.** Indicate who will benefit from this project’s outcomes. Add more rows as necessary. | |
| *Beneficiary* | *Benefits they will receive* |
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| **Project Risks.** Have you considered risks and what could go wrong with the project. Add more rows as necessary. | |
| *Risks* | *Mitigation measures* |
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| **Project sustainability**. Outline how the achievements of this project will be sustained beyond the completion of this project. Also outline any next steps that are likely to be needed. |
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| **Permits.** Will this project require authorisation, permits or licences, to complete the activity? |
| Yes / No |
| If yes, describe below and confirm you are in receipt of these permits. |
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| **Budget.** Provide an outline of project expenditure and sources of funding. | |
| **Expenditure.** Itemise with brief description. Add more rows as necessary. | |
| 1 | £ |
| 2 | £ |
| 3 | £ |
| 4 | £ |
| Total expenditure | £ |
| **Funding.** Itemise with brief description. Add more rows as necessary. | |
| BWF small grant requested. | £ |
| Other funding 1 | £ |
| Other funding 2 | £ |
| Other funding 3 | £ |
| Total funding | £ |

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| **Resubmission and continuation.** Has this application previously been submitted to the BASC Wildlife Fund? |
| Yes / No |
| If yes, has this application been revised since the previous submission? |
| Yes / No |
| Does this application build upon other projects previously funded by the BASC Wildlife Fund? |
| Yes / No |
| If yes, please state project name and dates submitted. |
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| **Declaration**  I have read the guidance notes for applicants and understand that in considering this application the BASC Wildlife Fund/BWFC may consult with other relevant organisations and individuals as appropriate. I consent to the sharing of information contained within this application and any supporting documents to any such relevant organisations and individuals as the BASC Wildlife Fund/BWFC may reasonably determine.  In making this application you must consider risk management and meet employment and health & safety legislation.  I agree that, to the best of my knowledge, the information provided is true and correct, and that I/we will be pleased to supply the BASC Wildlife Fund and BWFC with any further information pertinent to this application that is required. |
| Signed: Date: |