

# SafeDeposits Scotland Trust

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## Application Form

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### SECTION A: ABOUT YOU

#### Name of organisation applying

(if the company is known by any other name, please detail)

#### Applicant Type

Charity

Limited Company

Other (please specify)

#### Limited company or register charity number

#### Tell us about the company (Max 50 words)

**Main Contact for application**

Individual contact name

Position in organisation

Registered address

Telephone number

Alternative contact number

Email

Alternative email address

Website of organisation

**Secondary Contact for application**

Individual contact name

Position in organisation

Registered address

Telephone number

Alternative contact number

Email

Alternative email address

Website of organisation

## Previous application

Have you applied to the Trust before?

If yes, was your application successful?

Does your current application relate to the other project?

Please give an example of a project you have carried out in the last 3 years?

## SECTION B: ABOUT YOUR PROJECT

**Amount of grant applied for**

**Tell us the name of your project**

**Please tell us about the project or activity you want us to fund**


**Is there a specific target group your project is aimed at?**

**What is the reach of your project?**

**Where are the people who will benefit more from your project?**

**How will you publicise your project?**

**What evidence do you have to show that your project is needed? Have you consulted with the people who will benefit from your project or conducted research in to the impact it may have?**

A large, empty rectangular box with a thin black border, intended for the user to provide evidence and details about their project's need and consultation.

**With this evidence in mind, what will you achieve with this project?**

A large, empty rectangular box with a thin black border, intended for the user to describe the achievements and outcomes of their project.

**You will be required to demonstrate what you have achieved. How will you measure the outcomes of your project?**

**The Trusts objectives are:**

*To advance education, particularly in relation to (a) best practice in the management of private rented housing and (b) legal rights and obligations which are of particular relevance to those who are involved in the provision or management of private rented housing or who hold tenancies within the private rented housing sector;*

*To advance conflict resolution through promoting the use of alternative dispute resolution processes for the more efficient resolution of disputes between landlords and tenants within the private rented housing sector.*

**In what ways does the project meet these objectives?**

**Please set out an itemised breakdown of how the grant will be spent**

Item or activity	Cost entailed	Amount required from Trust

**Will you be seeking or have you received funding from any other sources for this project? If yes, please specify**

**Please explain how you have calculated your costs**



## SECTION C: WHEN

**What is the expected start date of your project?**

**What is the expected completion date of your project?**

## SECTION D: Reporting & Publicity

**If we make a conditional offer to provide funding for your project you will be required to provide us with the following within 28 calendar days of our notification to you:**

- **A summary from your most recent accounts**
- **Your latest annual report**
- **A financial statement (we will send you a template for this)**
- **Press release (we will send you a template for this)**
- **Confirmation that project is on track or revised timeline if applicable.**

**Following an award to you, we will require:**

- **Monthly updates (we will send you a template for this)**
- **On completion of the project, a full report (we send you a template for this).**

**In submitting this application you confirm that:**

- **You are authorised by your organisation to apply for this funding**
- **All the information contained in your application is accurate and true.**
- **After your project is complete, you will be required to demonstrate to us that you have achieved what you set out to do. Should you be unable to do this, we reserve the right to request the funding is returned to us.**

*I have read and agree to the storage and use of my data in accordance with Safe Deposit Scotland Trust's [Privacy Policy](#).*

*By submitting your email address and telephone number(s) to us you consent to us contacting you by email or telephone in order to enable us to deal with your query.*

**Please submit the completed application and any attachments to:  
info@safedepositsscotlandtrust.com**

**or by post to: SafeDeposits Scotland Charitable Trust, Lower Ground, 250 West George Street,  
Glasgow, G2 4QY**