

Part 3: - Why do you need it?

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How many people will benefit from this request?

Part 4: Project, Budget Breakdown including VAT:

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Total Cost of the project including VAT

Amount requested from Felix Fund including VAT

Part 5: Which organisations have you applied to? And how much have you requested?

Charity Name	Have they agreed to assist you?	Requested amount £
PRI	Yes <input type="checkbox"/> No <input type="checkbox"/>	
ECOPF	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Other Charity/s Please name below		
	Yes <input type="checkbox"/> No <input type="checkbox"/>	
	Yes <input type="checkbox"/> No <input type="checkbox"/>	
	Yes <input type="checkbox"/> No <input type="checkbox"/>	
	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Felix Fund	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Will there be a personal contribution?	Yes <input type="checkbox"/> No <input type="checkbox"/>	
	Total requested: £	
	Total Agreed: £	

Part 6: Time Frame

Felix Fund's trustees meet four times a year. However, trustees will consider requests at other times in between meetings. If you feel your case is genuinely urgent, please explain why.

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When is the decision needed by?

Part 7: - Payment Details	
If your application is successful, how would you prefer to receive payment?	
<input type="checkbox"/> by cheque payable to	
<input type="checkbox"/> by bank transfer	Bank Name:
	Account Name:
	Account Number:
	Sort Code:
Felix Fund will not pay third party suppliers for goods. Payment must be made to the individual.	

Part 8: Your declaration
<input type="checkbox"/> I have enclosed copies of all quotes, advertised prices and other supporting documents.
<input type="checkbox"/> All the information on this form is correct to the best of my knowledge.
<input type="checkbox"/> I give permission to Felix Fund to use my grant application should it be awarded, in future fundraising initiatives. (names will be changed if requested)

To be completed by Felix Fund only:

Part 9: Trustee Authorisation		
Request Approved	Not Approved	Approved by email
Signature of Trustee:		Date
Signature of Trustee :		Date
Signature of Trustee:		Date

Part 10: Felix Fund Treasurer	
Payment Method:	Date
Voucher Number:	Date
Signature of Treasurer:	Date

Part 11: Data Protection	
<input type="checkbox"/>	I am aware that by law Felix Fund needs to retain my information for a period of 6 years. I can at any time request details of my personal information stored. <i>(please tick the box)</i>
Felix Fund complies with all Data Protection and Privacy laws as laid down by the UK Government.	

Completed forms should either be emailed to enquiries@felixfund.org.uk or posted to: Felix Fund, Vauxhall Barracks, Foxhall Road, Didcot OX11 7ES.

Please note: If your grant is for an adventure training activity there musts firstly be a welfare benefit and Felix Fund will now pledge an amount towards the activity with the funds be paid over once the trip has been completed.