



The Lipman-Miliband Trust

Small grants EXAMPLE application form

Please note, this document is to help you plan your grant application and **cannot be submitted** as an application. You must make the application using our online application form.

Eligibility

- 1. Have you received a grant from the Lipman-Miliband Trust within the last two years?**

- ☐ Yes
☐ No

Please note that if you have received a grant for the Lipman-Miliband Trust within the last two years, you are ineligible to apply for this grants programme.

- 2. Are you (or the organisation you are applying on behalf of) based in the UK, with a UK bank account?**

- ☐ Yes
☐ No

- 3. Are you (or the organisation you are applying on behalf of) based in the Republic of Ireland, with an Irish bank account?**

- ☐ Yes
☐ No

- 4. Does your project take place in, or aim to have impact in, Northern Ireland or the UK?**

- ☐ Yes
☐ No

Please note, to be eligible for this grant you must be based in and have a bank account in the UK or the Republic of Ireland. For applicants based in the Republic of Ireland, your project must take place in or aim to have impact in Northern Ireland or the UK.

- 5. Organisation type (if applying on behalf of an organisation)**

- ☐ C.I.C.
☐ Informal organisation
☐ Limited Company

- ☐ Mutual Society
- ☐ Registered charity
- ☐ Trade union
- ☐ Unincorporated association
- ☐ University

Please note, we do not accept applications from universities.

6. The Lipman-Miliband Trust exists to fund:

“study and research into socialist ideas and practice and other allied fields and the dissemination of the results thereof to the public, and educational activities that raise public awareness and understanding of struggles and movements for peace, human rights and co-operation and a more equal, diverse, cooperative and democratic society.”

Which of these aims does your project further?

- ☐ Study and research into socialist ideas and practice and other allied fields and the dissemination of the results to the public
- ☐ Educational activities that raise public awareness and understanding of struggles and movements for peace, human rights and co-operation and a more equal, diverse, cooperative and democratic society
- ☐ Both
- ☐ Neither

Basic information

7. Name of organisation

If you are applying as an individual, please write “n/a” here

8. Name

Please tell us the name of the person who will be the main contact for this application

9. Email address

10. Phone number

11. Postal address

12. If you have a website, please put the link here:

13. If you have social media accounts relevant to this work, please list the platforms and your handles here:

About your project

14. Title of project

Character limit: 150

15. Please select the category you feel best describes the activities you are applying to fund:

- Arts events
- Arts R&D
- Audio / video / film

- Conference / exhibition / other non-art events
- Creating / improving a physical space
- Digital resource
- Mapping / archiving
- Publication
- Research
- Workshop / course

16. Project aims

Please tell us what you are aiming to achieve through the project. In the next question we will ask you about the details of the activities you will undertake through the project; here we are interested in **why** you are undertaking the project.

Please ensure that your answer shows clearly how your project relates to the aims of the Lipman-Miliband Trust, which are to support:

- “study and research into socialist ideas and practice and other allied fields and the dissemination of the results thereof to the public;
- and educational activities that raise public awareness and understanding of struggles and movements for peace, human rights and co-operation and a more equal, diverse, cooperative and democratic society.”

Character limit: 500, including spaces. This is roughly 80-100 words, but you should use the character count on the screen to keep track of the number of characters.

17. Project description

Please describe the following:

- The activities that will take place
- The expected outcomes
- Any plans for dissemination or communication
- What steps you will take to reach your targeted audiences or communities

Please try to quantify your impact if possible. For example, the numbers that might attend a conference, visit a website or listen to a podcast.

Please ensure your answer shows how your project will **contribute to a process of transformative change**.

Character limit: 6,000, including spaces. This is roughly 900-1200 words, but you should use the character count on the screen to keep track of the number of characters.

18. Knowledge and experience

Please describe the knowledge and experience you and (if applicable) your organisation will bring to the project.

Character limit: 1,400, including spaces. This is roughly 200-280 words, but you should use the character count on the screen to keep track of the number of characters.

19. Project start date

What date will your project start? You can estimate the date if you're not sure exactly when it will start.

20. Project end date

What date will your project end? You can estimate the date if you're not sure exactly when it will end.

Budget

21. Total amount requested

Please tell us how much money you are requesting from the Lipman-Miliband Trust. You can request up to £3,000.

22. Breakdown of costs

Please provide a breakdown of the costs that you plan to cover with this grant, in as much detail as possible.

If you are applying for the cost of paying people, please provide an outline of their hourly or daily rate for the work.

For example:

Room booking: £300

Web designer fee: £800 (four days @ £200 per day)

Please ensure that all the costs described meet our application guidelines and that the total expenditure matches the total amount requested in your previous answer.

23. Total cost of project

Please tell us how much your project will cost in total. Please include all costs, not just those you are planning to cover with funding from the Lipman-Miliband Trust.

24. Other sources of funding

If your total project cost is higher than the amount requested from the Lipman-Miliband Trust, please list any other sources of funding.

Please tell us if the funding listed is confirmed or unconfirmed.

Previous applications

25. Have you applied to the Lipman-Miliband Trust before?

- ☐ Yes
- ☐ No

26. If your answer to the above question is yes, please tell us the following information about each of your previous applications:

- The date you applied (month and year)
- The outcome of the application

Safeguarding

27. As part of your project, will you be working with or engaging with children (i.e. anyone under the age of 18) or with 'adults at risk'?

You can find more information about the [definition of an 'adult at risk' here](#).

- ☐ Children
- ☐ Vulnerable adults
- ☐ Both
- ☐ Neither children nor vulnerable adults

28. I confirm that I have ensured appropriate safeguarding policies and procedures are in place for this project to work with children and/or adults at risk.

☐

Data and communication

The data you have provided in this application will be processed and stored according to the [Trust's data protection policy](#).