

Additional information to accompany application form

Before accessing the application form, please read the 'Criteria and funding guidelines for applications autumn 2014'. This 'Additional information to accompany application form' is a reference document and alongside the printable non-editable version of the application form, applicants can view all information on the online application form before accessing it.

Submitting the online application form

The online form has a log in page to enable applicants to use a save and return function before submitting the application. The form is hosted on a third party form website and usernames and passwords are managed by them, please follow the online instructions if you need any support.

Specific additional information on questions

The following additional information on questions is also available on the online application form itself, click the question marks against the specific questions to view. Word limits on questions are also indicated.

Question	Additional information
3. <i>Charity Name</i>	As registered with the charity regulator
4. <i>Charity regulator registration number</i>	As registered with Charity Commission, Office of the Scottish Charity Regulator, or Charity Commission for Northern Ireland
5. <i>Main charity address</i>	As registered with the charity regulator
8. <i>Annual income of charity</i>	From the most recent annual accounts
9. <i>Annual expenditure of charity</i>	From the most recent annual accounts
10. <i>Annual surplus/deficient</i>	From the most recent annual accounts
11. <i>General description of charity. Please outline the main achievements of your charity over the last five years. Please state how many young people are supported annually</i>	200 word limit
13. <i>Which three main towns/cities/local authority areas do the children and/or young people you work with live in?</i>	If only 1 or 2 locations, insert NA into other boxes
14. <i>LandAid will fund only where there is demonstrable need. Please outline the social and/or economic problems facing children and young people that your work addresses. Please support your answers with relevant statistics</i>	Provide relevant publicly available recent research and information e.g. statistics about youth homelessness, unemployment, educational attainment, offending rates, etc. 150 word limit
15. <i>Provide information on how your work addresses the problems described in the answer above</i>	100 word limit
17. <i>If you receive funding from other sources, and/or if you would like to include a short comment on the main sources of funding, please provide information here</i>	50 word limit
18. <i>If you provide services not included in the list and/or if you would like to include a short</i>	50 word limit

	<i>comment on the main services please provide information here</i>	
19.	<i>Number of premises leased or owned, from which you provide your services</i>	Select from: 0 1-4 5-10 10+
20.	<i>What are your plans for the future sustainability of your charity? Please describe your charity's current financial situation, and how you are addressing any challenging issues</i>	100 word limit
21.	<i>Describe how the charity monitors and evaluates its work. Include what you measure as a positive outcome and the impact of your work on young people</i>	150 word limit
22.	<i>If supported by LandAid, would you be able to provide regular reports?</i>	LandAid requires quarterly project reporting Select from: Yes No
23.	<i>Are you able to provide opportunities for LandAid's partners to visit your charity?</i>	Each funded charity is requested to host a couple of visits for LandAid's supporters. Visits are usually 2 hours long and involve up to 8 attendees Select from: Yes No
26.	<i>Where do the children and/or young people who will benefit from the building project live? Please specify up to three towns/cities/local authority areas</i>	If only 1 or 2 locations, insert NA into other boxes
27.	<i>Description of the building project. Please indicate whether it involves refurbishment or new building work (or a mix of both). Please include likely timescales and any phasing of the building work</i>	150 word limit
28.	<i>Please let us know the status of the building project</i>	Describe the current stage of the building project, e.g. concept stage, feasibility stage, planning permission submitted, detailed design stage, out to tender 100 word limit
29.	<i>Anticipated start and completion date of the building work for which you are applying for</i>	Enter date in format 01.01.2014
30.	<i>Please provide details of whether you own or have a lease for the site(s) of the building project. If leased, specify the length of lease</i>	50 word limit
31.	<i>Overall aim of the building project. What will the completed building project enable you to do? What will you do differently and how will that benefit the young people you work with?</i>	Include what the completed building project will enable you to do over a timescale of 1, 5 and 10 years 150 word limit
33.	<i>Project costs</i>	If only applying for free property advice insert NA in first box. To apply for grant funding apply for between £75k – £150k
34.	<i>Rough breakdown of costs</i>	Approximate the major costs of the project e.g. construction of extension approx. £xx, fit out of the interior space approx. £xx etc.

	100 word limit
36. <i>If relevant, what are your plans for securing the total funding required?</i>	100 word limit
38. <i>Outline how the charity will manage the building project</i>	100 word limit
39. <i>How will you measure the impact of the completed building project on your work with young people?</i>	Provide information on how you will measure the impact of the improved premises on quality and number of services provided and used. Include over a timescale of 1, 5 and 10 years 150 word limit