



**Application from an organisation for funding**

The following information **must** be included in an application to the Glasgow Eastern Merchants and Tradesmen Society.

Legal Name of Organisation		
Address		
	Post Code	
If a charity, the registration number		
Website		
<b>Contact details of person making the application</b>		
Name		
Address		
	Post Code	
Job Title		
Telephone Number		
Email address		
Please provide a summary of the organisation from its founding and its mission. This statement should demonstrate how successful the organisation has been in the past and the impact expected of this project requiring financial support		



Please provide a description of the project and how the sum requested will be used. If for **Capital funding** GEMTS will provide up to 10% of the total project costs up to a maximum of £5,000. If for **Revenue funding**, GEMTS will contribute up to 50% salary of one member of staff or match-funding where there is third party funding in place

**Please also submit:**

A copy of the organisation's most recent audited financial statements.

Note: Applications must be received, at the address below, by 1<sup>st</sup> February, 1<sup>st</sup> May, 1<sup>st</sup> August, or 1<sup>st</sup> November of each year.

Applications will be acknowledged on receipt

Applications meeting funding requirements outlined above will be assessed by the Directors at one of the quarterly meetings held in February, May, August and November.

The decision taken by the Directors will be notified to the applicant within 28 days of the quarterly assessment meeting.

**Applications must not be submitted within 12 months of any previous application.**