

Small Grant Application Preview Questions

Please note this document is for reference only and is NOT a valid application form. Any submissions made using this document will not be accepted. All applications should be made using the online application process found at <https://mcf.org.uk/get-support/grants-to-charities/>

Before you apply, please also refer to the Eligibility Guidelines, Small Grant Guidelines and FAQs on our website.

You will need to have your charity and contact information to hand to complete the form, such as the charity's registered charity commission number, head office address and promotional activities contact information.

About your Charity:

1. When was your charity established? E.g. 1985
2. Which of the MCF Target Groups does your charity help?
 - a. Creating the Best Start for Disadvantaged Children and Young People
 - b. Reducing Isolation in Later Life
3. Please provide a brief description of your charity and its work (Max. 700 characters, approx. 100 words).
4. Where in England and/or Wales does your charity work?

Staff and Volunteers:

5. How many staff and volunteers does the charity have across all the locations it is based?

Organisation Financial Information:

6. Please extract the following financial information from the charity's latest published audited/independently examined accounts. Please ensure that these match the accounts submitted in support of the application. *You will need to enter the information from the latest and previous year's accounts.*
 - a. **Income**
 - i. Voluntary Income
 - ii. Statutory Income
 - iii. Fundraising
 - iv. Lottery Fundraising
 - v. Membership Subscriptions

- vi. Product Sales and Fees
- vii. Investments
- viii. Other (please explain income source)

b. Expenditure:

- i. Charitable Purposes
- ii. Fundraising/Publicity
- iii. Management/Administration

c. Reserves:

- i. Restricted Reserves
- ii. Unrestricted Reserves
- iii. Fixed Assets
- iv. Designated Reserves

7. What is the charity's reserves policy? If your current reserves are over your charity's policy level, please explain why.

About your Grant Request:

8. What is the value of the grant you wish to apply for and over how many years?
9. Who does your charity help and what are their needs? (Max. 1050 characters, approx. 150 words)
10. What services and/or activities do you provide? Please include pre-COVID-19 services as well as what you currently offer. (Max. 1400 characters, approx. 200 words)
11. Do you currently charge for any of the services you provide? If so, please detail. (Max. 1050 characters, approx. 150 words)
12. a. How many unique service users does your organisation directly help each year?
b. Please explain how this figure has been calculated (Max. 700 characters, approx. 100 words)
13. What impact does your charity make and how do you measure this? (Max. 700 characters, approx. 100 words)
14. How will this grant help you to better deliver your services? (Max. 1400 characters, approx. 200 words)
15. Have you previously received funding from a Masonic organisation in the past? Please detail (Max. 700 characters, approx. 100 words).
16. It is important that the MCF publicly recognises the generosity of its donors whilst also demonstrating how funds are spent. Please summarise what action you will take to promote your grant from the MCF. (Max. 700 characters, approx. 100 words)
17. How did you first hear about the availability of grants from the Masonic Charitable Foundation? (Please select one)

18. Is there anything further you would like to add to your application? (Max. 700 characters, approx. 100 words)

In addition you will also need your latest published charity accounts to upload and you may also upload 2 further supporting documents to support your application, e.g. outcomes of a successful pilot or evidence of the success of an existing/previous programme.

If you have any questions, please visit our FAQs <https://mcf.org.uk/get-support/grants-to-charities/faqs/> or call the Charity Grants team on 020 3146 3337.

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