



IMAGINATION TRUST

Individual Grants

Imagination Trust

APPLICATION GUIDELINES AND FREQUENTLY ASKED QUESTIONS

PLEASE READ THESE GUIDELINES AND FAQs BEFORE COMPLETING YOUR APPLICATION

1. WHAT IS THE GRANT FROM THE IMAGINATION TRUST FOR?

The money is given for a variety of purposes such as:

- **Activities to help you achieve your potential** - for example, helping you move into employment, education or training, alternative learning opportunities that develop your personal and social development.
- **Making a positive contribution to your community and society** - for example, young people getting involved in volunteering and active citizenship and gaining recognised certificates or qualifications to support this.
- **personal development opportunities and activities** - such as making a positive use of your spare time, this includes social events will be considered.
- **Cultural Activities** - such as visits to Exhibitions, Galleries, Theatres, Museums, other relevant activities such as performances in an open /non-traditional space.
- **Sport and Wellbeing activities and Equipment** – if you are keen on sports or want to develop a new sporting skills we can help through things like for the purchase of football kit, tennis equipment, dance classes, canoe lessons
- **Training** - cookery classes, health and safety, cv writing and interview skills
- **Leisure activities** – day trips to coast or visit to restaurant for a special occasion

1.2 WHAT THE IMAGINATION TRUST WILL NOT FUND

The Charity will not enter into commitments to provide long term or maintenance funding, and preference will be given to first time applicants in any calendar year. Funding will not be approved for;

- Daily living costs
- Debt/debt management
- Rent arrears/deposits
- White goods or furniture, fixtures/fittings, carpets, renovations/building works
- Reimbursements of funds already paid out
- Purposes for which the Local Authority has a statutory responsibility to provide
- Any other purpose deemed by the Trustees not in keeping with the charity's objects.

2. WHO CAN APPLY TO THE IMAGINATION TRUST FOR A GRANT?

- 1.1 Applications can be made by care leavers, looked after children (or on their behalf by their e.g Foster Parent, Guardian, Carer, Social Worker, Social Care Team Manager, Virtual School Case Worker, Advocate, Independent Visitor or Personal Adviser) and young people up to the age of 25 who are in the care of the London Borough of Barnet.
- 1.2 If the applicant is under the age of eighteen years, the application should be signed and verified by the person submitting the application on their behalf to confirm that all information provided is correct.



1.3 If the applicant is over the age of eighteen years, the application should be signed and verified by the applicant and the person supporting the application to confirm that all information provided is correct.

3. HOW MUCH CAN I APPLY FOR?

- (i) You can apply for any amount starting at £25 up to £250. Though in exceptional circumstances and only if there is clear evidence of need will we give in excess of the maximum amount.
- (ii) If additional funding has been sought from another source you'll be required to disclose from where and how much

4. HOW DO I APPLY FOR A GRANT FROM THE IMAGINATION TRUST?

Please visit our website [www.liveunlimited.org.uk] where you can find the application form. Completed application forms should either be;

- (i) submitted on-line
- (ii) scanned and returned to the email address provided at the bottom of the form or
- (iii) by sending a hard copy of the application form (which can be downloaded on the website) to Live Unlimited, Grants Manager, North London Business Park, Oakleigh Road South, London N11 1NP

Please check **all appropriate sections have been completed** and that **all relevant documents are attached** to the form.

4.1 You must apply for funding before your project takes place as we will not fund applications to cover expenditure already made.

PLEASE NOTE: Even if an application fits within the criteria and priorities of the Charity and a detailed assessment has been made, the Charity may still be unable to provide a grant.

Apply early for your project regardless of when it will take place in the year. Funding may be allocated to successful projects early in the year, so there may be limited funding remaining later.

5. WHAT IS THE DEADLINE TO SUBMIT MY APPLICATION?

There is no deadline; we welcome applications submitted at any time of the year. In most circumstance only one grant will be paid to an applicant in any calendar year. In exceptional circumstance or where deemed appropriate, the Trustees retain the discretion to accept and consider more than one grant applications from the same individual. **It should be noted that preference will be given to first time applicants in any calendar year.**

6. WHAT HAPPENS AFTER I SUBMIT THE APPLICATION?

We will send you a letter or email acknowledging receipt of your application. If you do not receive this within two weeks then please contact us.

6.1 Once your application has been received it will be considered by the Grants Manager. The Grants Manager on behalf of the Trustees will aim to write to all applicants informing them of the outcome of their application for funding within four weeks of receipt of a complete application.



IMAGINATION TRUST

PLEASE NOTE: that, as with many other charitable trusts, Live Unlimited may receive far more applications than it has funds to support. Even if your application fits within the criteria and priorities of the Charity and a detailed assessment has been made, the Charity may still be unable to provide a grant.

7. HOW WILL GRANT BE PROVIDED?

Grants will be provided by means of vouchers, an electronic banking transfer or a cheque to relevant third party on your behalf.

PLEASE NOTE: (i) Funding will not be paid directly to you and (ii) Grants awarded will not be made in the form of cash.

8. MONITORING AND EVALUATION

We'd love to know how the funding you received helped you and what happened as a result.

If you are successful you and in some cases with the help of your support worker/carer are expected to:

- Fill in a monitoring form to show what you achieved.
- Financial and Monitoring records will be maintained by the Grants Manager.