

# GREEN FUND FOR SCHOOLS

## APPLICATION FORM

### CONTACT

Name of school:

Title:  First Name:  Surname:

Position in school:

Address:

Postcode:

Tel. No.:  Email:

### PROJECT DETAILS

Which Green Fund theme does your project come under?

Address of where the project is to be based

Postcode:

Who will the project benefit?

How much will this project cost in total?  £ How much are you applying for?  £

Do you need to raise additional funding required for the project? If so, how?

When do you plan to start?  Finish?

Will the outcome of this project require ongoing maintenance? Yes  No

If so, describe the maintenance programme:

## YOUR PROJECT

Please give full details of your project

This is your opportunity to sell your scheme to Wightlink and the Green Fund judging panel. You may include supporting information if you wish and you may continue on an attached sheet if necessary.

Please itemise and give descriptions of the project spend for which you are applying to the Wightlink Green Fund for Schools. Please continue on an additional sheet if necessary.

Item description	Full Cost
<b>TOTAL</b>	

How do you propose to recognise the support of the Green Fund for Schools for your scheme? e.g. signage, mention in newsletter, social media etc.

Where did you hear about the Green Fund for Schools?

## DECLARATION

I am authorised to apply for this grant and complete the project on behalf of my school.

I declare that the information given in this document is true and that any funds received would solely be used on the project as detailed above.

I have fully completed this application form and enclosed cost estimates for the project.

I understand that any grant award must be spent as detailed in the letter of award.

Signature of person making application:

Date:

## ON COMPLETION

This form should be returned together with supporting information to

Email: [marketingdepartment@wightlink.co.uk](mailto:marketingdepartment@wightlink.co.uk)

Post: Louise Lea, Marketing Department, Wightlink Ltd, Gunwharf Road, Portsmouth, PO1 2LA

Website: [wightlink.co.uk](http://wightlink.co.uk)

# APPLICATION CHECKLIST

Please read our checklist before sending us your application form.

Has your application:

- Been completed on the form provided, answering all questions fully in the spaces provided on the form before adding extra pages?
- Described the project in a clear and concise way?
- Been carefully costed with a full breakdown?
- Described exactly where the project is located?

## NEXT STEPS

If your application is successful

- You will receive a letter from Wightlink confirming your success. If there are any special conditions to this grant these will be outlined in the letter.
- Grants will be paid in one payment.
- Grants must normally be spent within 12 months of being awarded, unless an extension is granted in exceptional circumstances.

If your application is unsuccessful

- Wightlink will inform you of the Panel's decision and explain why the project was unsuccessful.