



Grant Programme Application Form

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The Mustique Charitable Trust

Self Assessment Checklist

If, having read through the guidance notes, you think that your organisation might qualify for funding from the Mustique Charitable Trust, please complete this checklist for your own benefit. Only if you can put a tick in each of the boxes should you continue with your application.

- I have read and understood the information about Mustique Charitable Trust Funds
- I represent a registered charity or not-for-profit organisations
- The organisation has a constitution that allows it to carry out the work I am going to propose for fund support
- The purpose of the work I am proposing is legally charitable
- The work I would like supported does not appear on the list of exclusions
- The work I am proposing will enable people who are disadvantaged to participate more fully in society
- The work I am proposing is in line with what the Mustique Charitable Trust is interested in and does one or more of the following:
 - Addresses a significant gap in provision
 - Develops or strengthens good practice
 - Challenges convention and takes a risk in order to address a difficult issue
 - Tests out new ideas or practices
 - Takes an enterprising approach to achieve its aims
 - Sets out to influence policy and change behaviour more widely

MCT Application Summary

To complete the outline proposal, please also complete this form

Organisation name:

Organisation address:

Telephone number:

Organisation contact name and position within organisation:

Please confirm you have the authority to make this application by ticking this box

E-mail address: (required, since this will be our main way of contacting you, preferably for your organisation rather than a home email address)

Organisation website address:

Registered Charity number: (if applicable)

Date organisation was established:

Project proposal summary: (no more than 25 words)

Amount requested EC\$:

Contact signature required:

Date application submitted:

Application Form

1. Your application should consist of a completed application summary form.
2. A short statement summarising what you would like to do and why, on no more than two sides of A4 using a font no smaller than 12 point. Please use the following headings:
 - a. Brief description of your organisation with the following information:
 - i) Service provided
 - ii) Organisational structure
 - iii) Brief description for your organisation
 - iv) Brief historical background and track record
 - b. Describe the project that you would like to have funded
 - i) What is the cost?
 - ii) If there is more than one project area that requires funding, list in order of priority
 - iii) How much money are you asking the Mustique Charitable Trust for?
 - iv) List any other donors that may be providing assistance
 - c. Why you want to do this work and why your organisation is best equipped to carry it out
 - d. What difference the work you would like us to support will make to your organisation and the improvement of life
 - e. Additional information that could advance your application
3. A copy of your organisations most recent accounts (or a budget for the current year if your organisation is new)
4. Your organisation's constitution, by-laws etc. (if you are not a registered charity)
5. We will accept applications by post or email or delivered to the address below.
6. Please make sure that you send (or attach) **all** the information we ask for at the same time.

By post, email or delivered to

Post:

The Administrator
The Mustique Charitable Trust
c/o the Mustique Company Ltd
PO Box 349, VC0100
Kingstown
St Vincent and the Grenadines
West Indies

Telephone: + 1 784 457 1531

Fax: + 1 784 784 456 1112

Website:

www.mustiquecharitabletrusts.com

E-mail:

admin@mustiquecharitabletrust.com