



Community Trust Spetses

Funding Application Form

FUNDING CRITERIA OVERVIEW

- Applications for funding from CTS must fit into one of the Trust's key focus areas outlined in our **Areas of Interest/ Values** on our website
- Proposals should be presented in a concise, narrative form, without extensive documentation; they should be clear, with the objective to create measurable and sustainable long-term results.
- A project refers to any long or short term programme, action, presentation, seminar, conference, event etc.
- The project must demonstrate a positive impact on the local community or environment and must strive towards the development of sustainable values.
- The application must be submitted by **October 31st** in order to be included into the following annual year's Action Plan.
- If the application is not correctly filled in, it will be rejected.

PREPARATION MATERIAL

- Please note: This application form is for preparation purposes and these questions are provided as a reference for developing your proposal
- How to use: This document is designed for people with intermittent access to the internet. You can download and complete this document or prepare your answers to the questions in a separate digital document.
- When you are ready to apply, visit <https://www.spetses.org> to submit a proposal through the online application system (or do so by sending your application form via email)

APPLICATION STEPS

- **Step 1** Contact Information
- **Step 2** Project Description
- **Step 3** Project Summary
- **Step 4** Budget



APPLICATION

1. Contact Information:

*Who is the lead person in charge of the implementation of the project?** Required info

Lead contact name*:

Name of the Organization/Association*:

Address:

Postcode:

Phone number:

Email*:

Website/other:

2. Project Description:

*Details about the project you are requesting funding for. *Required info*

➤ **CTS Area of Interest of the project*:**

- Environment
- Education
- Culture
- Sports
- Health
- Other

➤ **Title of project (short, descriptive)*:**



- **What issue does it focus on within the CTS areas of Interest?**

- **How long will it last? Include proposed dates and location, if any.**

3. Project Summary:

This section should clearly and concisely summarize the request for CTS's support.

It should provide us with a framework that will help them visualise the project. Summarize your project in about 300 words or less. Include your activities, goals, anticipated results, and any broader significance.

4. Budget

This section should detail the costs to be met by the funding and where applicable, those to be provided for by other parties. Please include both administrative and programme costs.



Declaration:

- I confirm that all the information in this application is correct and accurate to the best of my knowledge. I agree that you can check the information in it and any supporting documents with other people and organisations if required.
- My organisation has the power to accept a grant, under your terms, and the power to pay back the grant if the terms are not being met.
- I understand that any misleading statements (whether deliberate or accidental) I give at any point during the application process, or any information I knowingly withhold, could mean my organisation's application is **not valid**, in which case you will cancel the grant and claim back the money we have received, stop assessing and return the application, or withdraw any grant you offered my organisation.
- I am authorised to put forward this application on behalf of my organisation.
- On behalf of my organisation, I agree that if we receive any grant from you for our project, we will keep to the standard terms of grant and any further terms and conditions set out in the grant notification letter.

Signed:

Date:

If you have any questions please contact:

Efthymia Psarakou

Director of CTS

info@spetses.org