



APE Funding Application Form

Funding Round 13 Opens: 1st March 2013

Funding Round 13 Closes: 31st March 2013 or on receipt of 100 applications, whichever is first.

We regret APE can only accept applications written in English. Please use Google Translate if you are applying from a non-English-speaking country. (Lamentamos APE sólo aceptará las solicitudes escritas en Inglés. Por favor, use Google Translate si usted está aplicando a partir de un tercer país de habla Inglés / Nous regrettons APE ne peut accepter que les applications écrites en anglais. S'il vous plaît utiliser Google Translate si vous êtes ressortissant d'un pays non-anglophone.)

Please complete this form using Arial font, size 10 and then send it as a Word document by email to info@apeuk.org with 'R13' and your project name as the subject title.

Please do not exceed the number of words requested.

Please read through the Guidance Notes below, before you fill in your application.

GUIDANCE NOTES

a) Organisations that have previously received funding from APE are not eligible to apply. Organisations that have applied unsuccessfully in the past may apply in Round 13, but not for the same project.

b) Proposals associated with campaigns/shows/exhibitions

We need to see evidence that your proposal has the support of other organisations. Please list the organisations you are partnering with in Part 2.3.

c) Audio visual/magazine/web-based proposals

We need to know how your product will be distributed. It is not enough to say that material will be 'broadcast on the web' or 'distributed at meetings' - we need to be confident that the materials will be used in focused and effective ways. Please see Part 2.4.

d) Conservation and environmental restoration projects

Practical projects need to show a clear connection with the wider issues of climate change, for example in awareness raising, adaptation to climate impacts, or avoidance of emissions. (Re: Section 2)

e) Working with local communities

Projects working with local communities, especially indigenous, marginal or

deprived communities, need to show how the project will establish links with that community and how activities will be relevant to and respectful of those cultures. (Re: Section 2)

f) No organisation may apply twice in one funding round.

g) We do not condone any form of violent direct action or activity that involves violence towards people or property.

h) Any funding provided by APE must be used for the purposes specified on this application form. The organisation in receipt of funding must abide by the laws of their country of origin regarding the use of charitable funds.

PART 1

Project name:

About the applicant:-

Your name:

Your position:

Your e-mail:

About your organisation:-

1.1 The name of your organisation:

1.2 What type is your organisation? Eg: non-governmental organisation, registered charity (give number), academic institution etc:

New initiatives or organisations* Please note: Where an initiative or organisation is newly-formed, please list the previous relevant experience of the key people involved.

1.3 Your website:

1.4 Your address and country:

1.5 What country will the project be based in?:

1.6 Where is the lead agency or proposing organisation based?

PART 2

About your project

2.1 Please write a summary of your project **in a maximum of 150 words** to describe its purpose, activities, proposed outcomes and location. (Please do not send photographs.)

2.3 Please list project partners and/or supporting organisations

2.4 Please give brief details of the outreach potential of your project (see Guidance Note b)

2.5 You are welcome to send us a link to a 2-minute video about your project, introducing us to your team, your premises or location, your vision and passion and any other information you think will help us to understand your project better. Please note this is optional and you will not be penalised should you choose not to send a video link.

Please give the YouTube/Vimeo or url link here:

PART 3

Funding and budgets

APE prefers to be a co-funder so we need information on other secured (or approached) funding sources. APE will consider being the sole funder if (and only if) your total budget is below £5,000 but may still provide less than the full amount requested.

3.1 What is the total budget of the project?

3.2 How much are you asking for from APE?

3.3 Do you have other funding for this project? If so, who are your other funders, how much have you requested from each and have these grants been confirmed?

3.4 Will the project still go ahead if under-funded, and in what form? **(Please note that if the project is cancelled due to lack of matched-funding, you will be required to return the APE grant in full.)**

- .5 How long will your project run for?
- .6 If this Application is for a second round of funding from APE then please let us have your initial Project Funding Code

PART 4

Description of Project

Please include here a more detailed description of the project (max. 750 words) containing:

- a) What you will be doing
- b) How it is connected to climate change
- c) What you hope to achieve
- d) A timeline
- e) Details of partners
- f) Short summary budget outlining expected staff, materials, and overheads (this need not be a fully detailed budget).

PART 5

3. Description of Organisation.

Please include here a detailed description of your organisation, its achievements and current work (max 500 words).

REFERENCES

All applications must be supported by two references from colleagues, co-funders, previous funders or associated organisations who are aware of, and supportive of your project. All reference forms must be received by the funding deadline (see website for details). References must be received by email **directly from the referee** and will be treated confidentially.

Please cut and paste this reference form below and send by email to your two referees **ensuring that you fill in Section A first**. Please ask them to fill in the form and email it to: info@apeuk.org by the specified deadline. Please note that applications received without the two required references will be disqualified.

APE REFERENCE FORM: FUNDING ROUND 13

SECTION A

Project Name

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Applicant's Name

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Applicant's email

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SECTION B

Dear Referee

Your name has been given to us with respect to the above-mentioned project. We would like to ask you a number of questions to help us ascertain the potential of this project and its suitability for funding. All answers will be treated with strictest confidence.

What is your name and in what capacity do you know the key personnel who are managing this project?

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To your knowledge have the key personnel successfully managed a similar initiative or project, and what was it?

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Please name the strengths and qualities that you feel the key personnel mentioned above will bring to this particular project.

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If you have any misgivings about this venture, what would they be?

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Do you have any comments that you feel would help us to make our decision regarding the funding of this project?

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With thanks for your help and support.

Artists Project Earth

Please send in this completed reference form to info@apeuk.org

AND FINALLY....

****PLEASE NOTE THAT IT IS A REQUIREMENT OF ANY FUNDED PROJECT THAT A REPORT FORM IS FILLED IN AND RETURNED TO APE (info@apeuk.org) WITHIN 6 MONTHS OF THE DATE THE FUNDS ARE ISSUED, OR AT THE END OF THE PROJECT, WHICHEVER IS FIRST. IT IS YOUR RESPONSIBILITY TO ENSURE THAT THIS CONDITION OF THE GRANT IS COMPLIED WITH. A REPORT FORM CAN BE DOWNLOADED FROM THE FUNDING PAGE OF OUR WEBSITE www.apeuk.org/funding.html