

Ocean Maths, Application for funding form

Please make sure you have read *Ocean Maths application for funding information* before completing this application form.

Eligibility checklist (you need to be able to answer yes to all these questions)

- Your organisation is applying for direct delivery, monitoring and evaluation and running costs (we do not fund equipment or capital costs)
 - Your organisation is a non-profit organisation, school, or Community Interest Company
 - Your organisation will have direct benefit in Greater London
 - Your work meets the criteria in the information documentation.
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Step 1: Prepare application documentation

A. General information: On a single A4 side please answer the following questions

**For a collaborative proposal please include information on all organisations involved, and highlight the lead contact.*

1. What's your organisation's name and address?
2. What's your organisation's website?
3. What's your organisation's legal status?
4. If applicable, what is your charity's registration number?
5. If applicable, what is your organisation's company number?
6. Primary contact details for Application
7. Over what period will the work take place (in whole months) and what is your proposed start date?
8. Where will this work take place?
9. How much funding are you applying for?
10. Please provide contact details for one independent reference

B. Your proposal: In no more than 4 A4 sides answer the following questions:

1. Summarise what your organisation does and who the beneficiaries are (if you are applying as a collaborative please make sure to complete for all organisations involved and identify a lead contact)
2. Outline the need for your programme and the benefits (outcomes) you hope to achieve from this funding
3. Describe how you will achieve these outcomes
4. Describe how you will work with parents
5. Outline how your proposal reflects Ocean Maths' objectives and operating principles
6. Consider how you will utilise Ocean Maths' materials and resources and/or support Ocean Maths' lasting legacy (include quantities of materials needed)
7. Outline your organisation's track record and the evidence behind your work (please note here whether you are applying for an Emerging or Scale up fund)
8. Outline how you have designed your approach to meet participants' needs and taken into account any ethical considerations
9. Outline how you will collect information about change that comes about as a result of your work for a) the people you are hoping to benefit, b) your organisation, c) any partners
10. Outline the roles and responsibilities of each partner if working as a collaborative.

C. Work Plan: Complete a short work plan, no long than 1 A4 sheet or a short excel document, which identifies key deliverables and timelines.

D. Budget: Complete a simple budget on how you will spend the funding. Please differentiate between direct costs, monitoring and evaluation costs and running costs.

Step 2: Submission

After completing the above, please submit:

- Your general information
- Your proposal
- Your work plan
- Your budget
- Your constitution or charity governing document

We prefer PDF documents but will accept word/excel documents. Please try and submit in as few PDF documents as possible, i.e. combine the above into one document. However, we will not penalise you if this is not possible.

Please submit via email to eve@ocean-maths.org.uk by 9am on 1st February 2016.

If you have any questions or concerns contact central office on 020 7790 2998.