

4/8/25

# John Moores Foundation - Expression of Interest Form

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## PLEASE READ BEFORE STARTING YOUR APPLICATION

### How to Complete this form

The first step is to make sure you **SAVE** your application by clicking on the "**Save my progress and resume later**" box above. You will be prompted to enter a valid email address and choose a password.

You can then come back to it and resume it at a later date if you need to. You can navigate to different pages on this form by clicking on a page number on the top right hand corner or using the "Next" or "Previous" buttons at the end of each page.

After completing the form you will be given an opportunity to review your answers before submitting the application.

You can also print a copy for your records. Once you've submitted your application you will receive a confirmation email containing a copy of the information you submitted on your application.

### Section 1 - ORGANISATION DETAILS

Where is your Organisation based? \*

Please select... ▼

Organisation Name \*

Working Name (If  
Different)

Street \*

Town/City \*

County

Postcode \*

Office Email \*

Office Phone \*

Website Link

Facebook Link

Twitter Link

Other Social Media Link

Where did you hear about us? \*

## Section 2- CONTACT PERSON

These are the details that will be used for main correspondence purposes

Title \*

Please select... ▼

First Name \*

Surname \*

Position Held \*

☐ Tick here to use the organisation address for correspondence

Street \*

Town/City \*

County

Postcode \*

Email \*

Telephone Number \*

Other Telephone Number

Do you want to add an alternative contact person? \*

Please select... ▼

### Section 3 - ABOUT YOUR ORGANISATION

In the question below it is possible to select multiple legal statuses by holding down Ctrl + Alt at the same time. You will be required to enter a charity or/and a company number if you select a status that has one.

Legal Status \*

Please select...  
Registered Charity  
Charitable Incorporated Organisation  
Charity Registration Pending

Year Established \*

What best describes the type of work you do? (Please tick all that apply.) \*

- ☐ Trying to build and strengthen communities
- ☐ Working in partnership with others
- ☐ Carrying out trust building initiatives
- ☐ Addressing previously unmet needs
- ☐ Providing advice and support
- ☐ Trying to change attitudes and broaden horizons

**Please provide details about the Staff, Board Members and Volunteers who work with your organisation.**

Number of Paid Full Time staff \*

Number of Volunteers \*

Number of Paid Part Time staff \*

Number of Board Members (this includes management committee members, trustees, company directors etc.) \*

Number of Board Members remunerated in any capacity within the organisation   
(this includes salaries, professional and sessional fees). \*

## Section 4 - YOUR POLICIES AND PROCEDURES

Please indicate which documents and policies your organisation have in place.

A Constitution? \*

Please select.. ▼

Produce Annual Accounts? \*

Please select. ▼

Produce an Annual Report? \*

Please select. ▼

Have a management committee? \*

Please select. ▼

Have a written Equal Opportunities Policy? \*

Please select.. ▼

Have a Safeguarding Policy? \*

Please select. ▼

If you are shortlisted, you will be asked to expand on your initial narrative and submit the following documents (except your constitution) within a week of receiving notification, as well as:

- A job description, if applying for funding for a salary
- Signed grant conditions form
- Minutes from your committee meetings
- Copy of a recent Bank Statement (to confirm the group's bank details if awarded a grant. The name of the bank account should match the name of the organisation applying)
- Latest Annual Accounts
- Latest Annual Report
- List of management committee
- Equal Opportunities Policy
- Safeguarding Policy
- Outputs and Outcomes Document

## Section 5 - ORGANISATION FINANCIAL DETAILS

From your most recent annual accounts please provide the following information

Tell us the year of your most recent accounts \*

Annual Expenditure \*

£

Annual Income \*

£

Free Reserves \*

£

**Section 6 - BANKING DETAILS**

Name of Bank \*

Bank Account Name \*

Sort Code \*

Bank Account Number \*

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SAVED



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### Section 7 - BRIEF SUMMARY OF YOUR FUNDING REQUEST

In no more than 10 words, please tell us what you want to spend any grant on (e.g. running costs, volunteer expenses, a particular salary or project) \*

As part of this Expression of Interest Form, the Trustees of the John Moores Foundation would like you to provide a narrative to describe your organisation, the need that you are addressing and the purpose of your grant request.

In the next section it is essential that you provide substantial information covering the points listed in the next paragraph as this summary will be key to deciding if your application will progress for full consideration based on JMF's funding criteria. This text is limited to 400 words.

In your summary, please include brief information about the group's background, available services, any major successes you want to highlight, the number of people supported in a year, what you need the funding for, and the difference you hope the funding will achieve.

Before you start your narrative, please refer to JMF's AI policy, which can be accessed on this link.

We also require groups to submit a project budget at this stage i.e. much funding are you requesting from John Moores Foundation - **if applying in Northern Ireland, please note that the maximum requested amount considered per annum is £5,000.**

## Your Request Summary for the Trustees of JMF \*

Where specifically will the project be delivered? (in which Wards where appropriate) \*

**Section 8 - HOW MUCH ARE YOU REQUESTING?**

Our trustees will consider applications for a maximum of 3 years

What is the duration of your funding request ? \*

Please select... ▼

When are you planning to start the project? \*

When would you hope to start spending any grant from JMF? \*

How much will the project cost in total? \*

£

**How much funding are you requesting from John Moores Foundation - if applying in Northern Ireland, please note that the maximum requested amount considered per annum is £5,000.**

Total Amount Requested \*

£

0.00



Please attach an Income and Expenditure Budget \*  No file chosen

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### Section 9 - IMPACT OF THE FUNDING

Who are the primary beneficiaries that the funding will support? (Please tick all that apply)

- ☐ Adults with few or no educational qualifications
- ☐ Black, Asian and minority ethnic people
- ☐ Carers
- ☐ Children and young people aged 5 and over
- ☐ Families needing support
- ☐ Homeless people
- ☐ Refugees
- ☐ Those in poor physical or mental health
- ☐ Those suffering discrimination
- ☐ Those suffering from poverty and financial crisis
- ☐ Women including girls
- ☐ Other

Number of people who will directly benefit from this funding in a Year \*

### Section 10 - DATA PROTECTION

The information provided in this grant application will be checked against John Moores Foundation eligibility criteria. We may contact you if we require any clarification.

Full details about our Data Protection and Privacy policies can be downloaded [here](#)

Do you agree to John Moores Foundation storing and processing your information? Please note, if you don't give us permission to process your data we shall be unable to process and assess your application. \*

☐ Yes

☐ No

If your application is successful, we may like to contact you in the future about other Foundation initiatives. Please confirm that you give the John Moores Foundation your consent to get in touch by email. \*

☐ Yes

☐ No

## Section 11 - DECLARATION

☐ By submitting this form, I confirm that all the information in this application is accurate. I agree for John Moores Foundation to store and process my data. I have read, understood and agree to the terms and conditions of the grant as stated above.

Name of person Completing this application \*

Position held (Job Title) \*

To submit your application click on the "**Submit Your Application**" button on the NEXT PAGE. You will be given the opportunity to review your responses before your application is sent.

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### Section 12 - DIVERSITY MONITORING FOR GRANT APPLICANTS

John Moores Foundation's trustees have set themselves the aim of becoming a more diverse organisation and funder. To help them achieve this we need to know a bit more about the organisations that are applying to us and who is successful. This will give us a baseline from which we will be able to measure progress on an annual basis towards the trustees' aim and ensure that all organisations are being treated fairly.

Therefore it would really help us if you would provide a bit more information below about the people running the organisation and those who will be benefitting from a grant. There is no need to answer any of the questions, but, if you do, thank you for your help with this.

#### TYPE OF PEOPLE WHO WILL BENEFIT

Do any of your beneficiaries fall within any of the categories below?

Black or Racial Minority

Please select... ▼

LGBTQ

Please select... ▼

Disabled

Please select... ▼

Other disadvantaged  
minority

Please select... ▼

#### ORGANISATIONAL LEADERSHIP

The following information will not be used in any part of the decision making process and nor will it be possible to identify any individuals from it.

How many Board Members do you have?

Do any of your Board members identify as the following (any person can be counted in more than one category)?

Female

Please select... ▼

Male

Please select... ▼

Black or Racial Minority

Please select... ▼

Disabled

Please select... ▼

LGBTQ

Please select... ▼

Other disadvantaged  
minority

Please select... ▼

How many Senior Managers do you have?

Do any of your Senior Managers identify as the following (any person can be counted in more than one category)?

Female

Please select... ▼

Male

Please select... ▼

Black or Racial Minority

Please select... ▼

Disabled

Please select... ▼

LGBTQ

Please select... ▼

Other disadvantaged  
minority

Please select... ▼

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