

**01**

# Grants to Charities and Organisations



## Stage One Application

Guidance information for this application form is available **here**

Please ensure all sections have been completed, and that any supporting documents are attached.

For optimum performance when completing our application forms please open the document in Adobe Acrobat.



# Section One

## Applicant Organisation Information

Charity or Organisation name

Postal address

Please indicate your organisational structure

Charitable Company

Charitable Incorporated Organisation

Community Interest Company (CIC)

Community Benefit Society (CBS)

Company Limited by Guarantee

Other

Registered Charity Number or  
Company Registration Number

Primary contact name

Primary contact job title

Telephone number

E-mail address



# Section Two

## Eligibility Checks

**Please review the below checklist and ensure that you meet all the eligibility criteria for this programme. If you do not meet these criteria, then Motability will not be able to support you with a grant.**

Are you an incorporated organisation, overseen by, and subject to the rules of a regulator such as the Charity Commission or Companies House?

Are you seeking funding to support disabled people through transport solutions?

Are you based within the UK, and seeking funding to support UK residents?

Are you seeking funding for activity that falls within one of Motability’s identified ‘Routes to Impact’ for each programme?

Are you seeking funding of between £100,000 and the upper limit of the programme in question, as outlined on the Motability website?

Has your organisation’s income consistently exceeded £150,000 per annum over the last three years?

Are you seeking funding for future activity? Motability are not able to award retrospective funding.

Please confirm that you are not seeking funding for medical research, medical care, overseas travel, social investment, construction, or sponsorship.

Are you primarily engaged in activity that is non-political in nature?

Please confirm that you are not applying for work that proselytises a specific ethical or religious belief, or excludes individuals that do not hold a specific ethical or religious belief.

Please confirm that your organisation is not one of the following; NHS Trust, Health Provider, NHS service or a statutory body.



# Section Three

## Funding Details

Please indicate any existing connection your organisation has with Motability, the Charity, the Motability Scheme, Motability Endowment Trust, Motability Enterprises Ltd., or Motability Operations Ltd.

Which grant programme are you seeking funding from?

Which 'Route/s to Impact' are you seeking to deliver against?  
(as outlined in the guidance note for each programme)

Are you requesting one-off or multi-year funding?

One-off funding

Multi-year funding

How much funding are you seeking in total?

If you are seeking multi-year funding, please provide a proposed schedule of payment.

Date of payment

Amount

Date of payment	Amount
Month <input type="text"/> Year <input type="text"/>	<input type="text"/>
Month <input type="text"/> Year <input type="text"/>	<input type="text"/>
Month <input type="text"/> Year <input type="text"/>	<input type="text"/>
Month <input type="text"/> Year <input type="text"/>	<input type="text"/>
Month <input type="text"/> Year <input type="text"/>	<input type="text"/>
Month <input type="text"/> Year <input type="text"/>	<input type="text"/>

Have you secured any funding for this proposal from other sources?  
If so, please provide further detail.

Will this funding be used to support: (please tick all that apply)

Charitable Grants	<input type="checkbox"/>	Running Costs (Incl. staff costs)	<input type="checkbox"/>
Capital Costs	<input type="checkbox"/>	Other	<input type="text"/>

Briefly describe your organisation's activities. Please do not exceed one side of A4; successful applicants will have the opportunity to provide further information as part of Stage Two.

What is the overarching aim of your proposal? (I.e. 'To increase the size of an existing grants programme that provides support to disabled people'.)

Briefly outline what you are seeking funding towards, and why this is needed. Priority will be given to organisations who can demonstrate that their application takes into account the views and needs of their beneficiaries and that they will continue to be involved during the delivery of the work.



A large, empty rectangular box with a thin blue border, occupying most of the page. This is likely a designated area for providing detailed information or evidence in a grant application.

Has your organisation delivered this type of proposal before? If so, please provide further detail.

If any partner or other organisations will be involved in delivery of the proposal, please provide further detail including a description of their role.



## Section Four

# Supporting Documentation and Confirmation Statements

Please ensure that your application has the following supporting documents attached:

Your organisation's governing documents. In most cases this will constitute a Memorandum and Articles of Association.

Your organisation's last three years' audited/independently-examined accounts.

A copy of your organisation's latest available management accounts.

If not included in the above management accounts, a schedule of forecast income and expenditure for the current, and forthcoming financial year.

Please confirm whether your organisation maintains the following policies. Your Safeguarding Policy and Equal Opportunities Policy must be submitted with your application however, the other policies listed are not compulsory but can be sent to support your application if you wish.

Safeguarding Policy

Whistleblowing Policy

Data Protection Policy

Anti-Bribery and Conflict of Interest Policy

Modern Slavery and Human Trafficking Policy

Equal Opportunities Policy

If any of the above policies are not maintained, then please provide information as to why this is the case.

Has your organisation had any material breaches or serious incidents related to any of the above policies which has needed to be reported to the regulatory body, such as the Information Commissioner's Office (ICO) or Charity Commission, within the last 5 years? This should include any ongoing breaches.

Yes

No

If yes, please provide further detail on the breach, who it was reported to and the outcome of this.

Please confirm that all required filings have been made, and that your organisation is currently in good standing with all relevant regulators.

# Section Four

## Declaration

**I confirm that all the information included in this application is accurate.**

Knowingly providing false information will invalidate your application and nullify any offer of funding that may have been made on the basis of this document.

Electronic Signature (found in Adobe Acrobat)

Date   -   -

Name and Position Held



**GrantsToOrganisations  
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More information on  
Grant to Charities and  
Organisations can be  
found **here**

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Motability is a Registered Charity in England and Wales  
(Number 299745) and a Registered Charity in Scotland  
(Number SC050642) and is authorised and regulated by the  
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