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| **DJM Charitable Trust Application Form**  Registered Charity Number: 1178383 | | A close up of a clock  Description automatically generated |
| Douglas-Jones Mercer Solicitors was founded in 1946 and has supported our clients for over 70 years.  The DJM Charitable Trust is independent to our law firm and aims to help organisations and groups in need of support in our region. | | |
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| **Important – Please read all the following notes prior to completion.** | | |
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| **What types of organisations are eligible to receive an award?** | | * Funds cannot usually be provided for goods already purchased prior to any award being granted. |
| * DJM Charitable Trust will usually only accept applications from organisations located in South and West Wales | | * DJM Charitable Trust normally offers funding based on a ‘one-off’ award. Therefore, applications for projects which involve long-term funding are likely to be rejected. Successful applications are advised that they are unable to re-apply for a period of 3 years, if unsuccessful. |
| * DJM Charitable Trust will not normally consider requests from nationally based organisations, national charities, or local groups affiliated to such organisations | | **How to I apply?**  You have a variety of options: |
| * DJM Charitable Trust usually limits its support to organisations and groups (including registered charities) and will not consider applications to support an individual’s activities or a private commercial enterprise. * DJM Charitable Trust will not usually support the cost of running an organisation such as but not limited to utility bills, travel costs, salaries, etc. DJM Charitable Trust will usually only support tangible items. | | 1. Please complete a form in full electronically and submit it to [charity@djm.law.co.uk](mailto:charity@djm.law.co.uk)   or alternatively print and complete the form and send with the correct postage to:    **DJM Charitable Trust**  **Douglas-Jones Mercer**  **16 Axis Court,**  **Mallard Way, Swansea Vale**  **Swansea SA7 0AJ**  Additional copies of this application form can be downloaded and printed from the ‘DJM Charitable Trust’ section within our website: [www.djm.law.co.uk](http://www.djm.law.co.uk) |
| * DJM Charitable Trust may support applications from the following by way of example but not limited to: | | * DJM Charitable Trust will usually only support an application to improve the fabric of any building if the building is wholly owned by the organisation applying for funding. |
| * Youth Groups * Elderly Care Groups * Child Support Groups * Village Scheme Groups | * Environmental Groups * Support groups * Sports groups | **When is the closing date for applications?**  All applications will be reviewed on a quarterly basis and must be received by the following dates:   * 25th March * 24th June * 29th September * 25th December   The outcome of your application will be sent to you in writing within one month of the meeting date. |
| **How much money is available?** | |  |
| In order to distribute funds as widely as possible, preference will be given to groups requesting part funding and smaller donations under £500 in value. | |  |

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| **DJM Charitable Trust Application Form**  Registered Charity Number: 1178383  Please return this completed application to:  **DJM Charitable Trust**  **16 Axis Court, Mallard Way,**  **Swansea Vale, Swansea**  **SA7 0AJ**  **Email:** [**charity@djm.law.co.uk**](mailto:charity@djm.law.co.uk) | A close up of a clock  Description automatically generated |

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| 1. Name and address of your organisation? |  |
| 1. Date of formation: |  |
| 1. Is your organisation a registered charity? | **Yes/No** (Please circle)  If ‘Yes’ please state registered charity number: |
| 1. a) What is the nature and geographical area of the work covered by your organisation? |  |
| 1. Does your organisation own the building at which the activities are carried out? | **Yes/No** (Please circle) |
| 1. Please give details below of the item(s) for which you are applying. For **each** item please include the benefits it will deliver, and a **full breakdown** of the costs involved, including any VAT where applicable. | |
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| 1. How much are you applying for in total? | £ |
| 1. Is your organisation able to match-fund\*? | **Yes/No** (Please circle)  \*Match-Funding – for example we may pay 50% of the value of the item(s) for which you are applying if your organisation is able to fund raise the same. |
| 1. What timescale is applicable for the items required? |  |
| 1. Your Organisation | All questions **MUST** be answered: |
| 1. Do you employ any full time, part time, paid or unpaid staff or volunteers? |  |
| 1. Please provide details of total income, expenditure and savings or reserves for the last financial year on a separate sheet if necessary | £  (Please attach Annual Financial Summary if applicable) |
| 1. If your application is successful would your organisation agree to us promoting both your organisation and the work of the DJM Charitable Trust? |  |
| 1. Contact Details   (Use block capitals) | Contact Name:  Position:  Name of Organisation:  Contact Address:  Post Code:  Daytime Telephone Number:  Mobile Number:  Email address: |
| 1. Declaration | I am authorised to make this application on behalf of the above organisation. I certify that the information contained in this application is correct to the best of my knowledge. If the information in the application changes in any way I will inform the DJM Charitable Trust immediately. If an award is granted, I give my permission for the DJM Charitable Trust to use my organisation’s name to promote its work. |