



01

Grants to Charities and Organisations

Stage One Application – Research Grants

Guidance information for this application form is available [here](#)

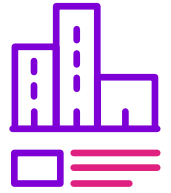
Please ensure all sections have been completed, and that any supporting documents are attached.

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

This application form is for the Motability Foundation's Research Grants Programme. If you are seeking funding from a different Grants to Charities and Organisations Programme, please complete the standard Stage One form [here](#).

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 Academic Institutions

Other

Registered Charity Number or
Company Registration Number

Primary contact name

Primary contact job title

Telephone number

E-mail address

The collection of your personal information is to allow the Motability Foundation to process the grant application on behalf of the organisation you are representing.

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 the Motability Foundation 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 the Motability Foundation's identified 'Routes to Impact' for each programme?

Are you seeking funding of between £50,000 and the upper limit of the programme in question, as outlined on the Motability Foundation website?

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

Does your organisation hold free reserves equivalent to three months of operating costs? (If not, please contact us before applying.)

Are you seeking funding for future activity? Motability Foundation is 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.

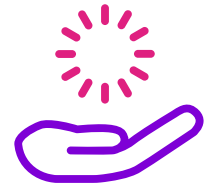
Are you primarily engaged in activity that is non-political in nature?

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 the Motability Foundation, the Motability Scheme, Motability Endowment Trust, Motability Enterprises Ltd., or Motability Operations Ltd.

Please see page 3 of the Guidance for Applicants. Which route(s) to impact, from those given at the top of each column on page 3, are you seeking to deliver against?

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

One-off funding

Multi-year funding

Please provide a high level account of planned expenditure for the requested grant in the below table. Please provide a more detailed breakdown of the budget in a separate spreadsheet alongside your application.

How much funding are you seeking in total?

Expenditure Line	Year 1	Year 2	Year 3
Example - staff costs, overheads, capital costs	£X,000	£X,000	-
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total	<input type="text"/>	<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

Running Costs (Incl. staff costs)

Capital Costs

Other



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? (E.g. 'To research and provide recommendations to barriers faced by disabled people in rural areas of the UK'.)



Briefly outline what you are seeking funding towards, and why this is needed. Please do not exceed two sides of A4; successful applicants will have the opportunity to provide further information as part of Stage Two.

Empty application form area.

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

Please provide a summary of how the research findings will be used (e.g. to influence policy)

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

Empty rectangular box for providing details of partner or other organisations involved in delivery of the proposal.



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.

A detailed budget for the grant you are applying for.

Please confirm whether your organisation maintains the following policies. Your Safeguarding, Equal Opportunities and Research Ethics Guidelines or Approach 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

Research Ethics Guidelines or Approach

Procurement 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 Five

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

Privacy Policy

For full details of our privacy policies, including our data retention periods and your rights as a data subject please see our Privacy Policy at <https://www.motabilityfoundation.org.uk/privacy-policy>

Motability, operating as Motability Foundation, is the data controller of the information which we collect and process in connection with this Application. If you have a query in relation to how we process personal information, contact our Data Protection Officer at the Motability Foundation, email DataProtectionOfficer@motabilityfoundation.org.uk.

Please mark all email correspondence with "FAO Data Protection Officer". Alternatively you can call us on **01279 635999**.

GrantsToOrganisations @motabilityfoundation.org.uk

More information on Grant to Charities
and Organisations can be found [here](#)

Motability Foundation, Warwick House, Roydon Road,
Harlow, Essex, CM19 5PX

[motabilityfoundation.org.uk](https://www.motabilityfoundation.org.uk)

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GTO7-0923

