



# How to Apply

To receive a donation from  
Johnson Matthey

# Johnson Matthey

- Has a strong tradition of good community relations
- Employees are actively involved in programmes worldwide.
- Strong belief of investing in communities as an integral part of their social commitment
- A global company believing in community investment and about making a real difference locally and making a positive impact in the communities, both financial and in-kind, for example by volunteering and donating resources and expertise.

## Johnson Matthey plc. offers £500 donations for small groups in the London Borough of Enfield

- Read the guidelines for eligibility and apply using the application form online – [www.enfieldva.org.uk/small-grants](http://www.enfieldva.org.uk/small-grants) Please note: You will not be able to save, close and return to the online form, so make sure you have all your answers prepared, and save a copy of what you have written. Use this Word document to *prepare* your application
- The application process has been made as simple as possible. **Be brief and to the point!**

# Who is eligible?

- Only apply if you are eligible.
- You must be a charitable, voluntary or community organisation with
- *all* of the following
  - 1. A constitution or statement of aims.
  - 2. At least 3 unrelated trustees.
  - 3. Operating for at least 6 months.
  - 4. A bank account.
- The donations **cannot** be used for
  - Grants for individuals
  - Equipment for personal use
  - Charity appeals, such as heart disease, animal charities, etc.
  - Political or religious activities

# Application

- Do not use more than 50 words in any box to answer questions 1-5. To help you, the paragraph below, in italics, is exactly 50 words.
- *Remember, the people making the decision know nothing about your organisation or your project. Describe your project with enthusiasm. Explain why it will mean a lot to the people you want to support, and how you will show your outcomes. Write clearly, but briefly, about your plans and your budget. (50 words)*

# Top tips

- Applications that include the widest range of communities across cultures, age range, abilities and disabilities will gain the highest chances of securing the donation.
- Those able to clearly identify a need stand the strongest chances

**Describe the service / activity this donation will support. (max. 50 words)**

Example:

- GET HEALTHY walking project aims to help older people live more active, healthy and independent lives. Delivering 2 walks per week in which a human bus is used to collect people and return them back from the park. Donation will help buy First Aid Kits, water bottles, whistles, volunteer expenses.
- 50 words

## **1. How do you know this activity is needed?**

- **People on the estate often say they don't know their neighbours or hardly talk to them; people from certain communities will not talk to others for a whole host of reasons including language, culture and lack of confidence.**
- **Too much conflict between people on an estate**
- **A group of people worried about the behaviour of teenagers outside their front door, causing threatening behaviour and a lot of noise.**

## **2. How will this donation benefit local people?**

- **The donation will enable local residents to get the tools and resources needed to launch an activity or begin a small intervention bringing people together.**
- **Actively involving those isolated to take part in an activity and contribute skills they no longer use.**
- **Enable those that want to see change have their voice heard.**
- **Ladies on the estate have always wanted to run a cafe service to sell home-made cakes; the donation will enable them to try and test their ideas.**

### **3. Afterwards, how will you know this donation has benefited local people?**

Think about:

- Case studies
- Level of fitness increased
- Friendships made
- Evidence of people working together
- Photographic evidence e.g. a derelict piece of land attached to the estate has been cleared up and made to look nice.

## 4. Who will you involve and how will you involve them?

- (e.g. we will invite volunteers who have worked with us before; we will advertise the activity to the parents of local children through the local school (name it); we will contact local organisations (name them) working with disabled people to offer our service)

## 5. How would you spend £500? Write your budget breakdown, and total expected spend.

- If your project is for six weeks hiring a community hall for two hours per week you may want to write it in the following manner:
- $6\text{wks} \times 2 \text{ hrs} = 12 \text{ hours} \times \text{£}10 \text{ per hour} = \text{£}120.00$

# Going forward

- There will be another opportunity to work on an application with guidance
- If you need additional help get in touch and help is available
- Get a few people to come along and think of some ideas to test or pilot in your area.

THANK YOU