

**THERIUM ACCESS
APPLICATION FOR GRANT FUNDING
CASE**

This Application must be completed by your lawyer or barrister. Forms completed by Applicants themselves will not be accepted.

Please do not include personal data concerning third parties (including children) within this application. If third parties are involved, please anonymise them using a letter (e.g. "Z"), as no personal data concerning a third party should be provided without their express consent.

Instructions for Solicitor/Barrister

- Please complete this form to apply for a grant in respect of a specific case or cases on behalf of your client (the "Applicant"). You must ensure you have all relevant instructions and continuing authority to complete this form on behalf of the Applicant.
- Please read the contents of Therium Access' website and the Guidance Notes at the end of this form before you complete this form.
- Please answer each question in full and do not make any changes to the questions themselves, as doing so may lead to a rejection or delay in the consideration of the application.
- Please provide your answers in English.
- Please limit the information you provide to what you feel is necessary for us to understand the nature of the case and do not provide documents at this stage. **Do not disclose anything at this stage that may waive legal privilege.** If your application is short-listed, we will enter into a confidentiality/non-disclosure agreement protecting the confidentiality of the information to be provided subsequently and then conduct further due diligence by asking questions and requesting key documents by email.
- Please retain a copy of your completed Application Form.
- Send the completed Application Form as a Word document (so that any hyperlinks work) and also as a PDF (with the required signatures) by email to: contact@theriumaccess.org
- If your application is received after a deadline has passed (see our website), it will not be considered until the following biannual Committee meeting. However, if your application is urgent, we may review your application if the need for immediate funding is clearly set out and it is critical that you specifically bring this to our attention in line with our procedures (see our website).

1. APPLICANT DETAILS	
i. Name of Applicant(s): <i>(The 'Applicant' will be your client, as defined above, not you as their legal representative)</i>	
ii. Party: <i>(Delete as appropriate. If Other, please provide more information)</i>	Claimant / Defendant / Other:
iii. Name and position of primary client contact: <i>(Where there is more than one Applicant, or it is an organisation or entity)</i>	
iv. Type of Applicant organisation/entity and Registration number: <i>(If applicable)</i>	
v. Applicant address: <i>(Correspondence and Registered address)</i>	
vi. Applicant website address: <i>(If applicable)</i>	

<p>vii. Email address:</p> <p><i>(Provide the primary client contact's details where there is more than one Applicant)</i></p>	
<p>viii. Telephone number:</p> <p><i>(Provide the primary client contact's details where there is more than one Applicant)</i></p>	

2. LAWYER DETAILS

a. Name of person completing this Application Form, position, organisation, and relationship to Applicant:

(The 'Primary Lawyer Contact')

b. Law Firm:

i. Name:

ii. SRA number:

iii. Address:

iv. Website:

v. Does the firm hold a Legal Aid Contract?

(If yes, please provide more detail)

vi. Does the firm hold a quality mark?

(If yes, please provide more detail)

vii. Name(s) of instructed solicitor(s) and their role(s) on the case:

	viii. Email address(es):	
	ix. Telephone number(s):	
c. Counsel:	i. Name of barrister (s) <i>(Indicate if they are instructed, or if you intend to do so)</i>	
	ii. Name of Chambers:	
	iii. BSB number:	
	iv. Address:	
	v. Website:	
	vi. Does the barrister hold a Legal Aid Contract? <i>(If yes, please provide more detail)</i>	
	vii. Does the barrister hold a quality mark?	

	<i>(If yes, please provide more detail)</i>	
	viii. Email address(es):	
	ix. Telephone number(s):	

3. EXECUTIVE SUMMARY	
<p>a. Provide a <u>brief</u> summary of the facts of the case.</p> <p><i>(150 words or less)</i></p>	
<p>b. Set out where you are in the process (for example, has the claim been issued, has a defence been filed etc.).</p> <p><i>(100 words or less)</i></p>	
<p>c. Provide a <u>brief</u> summary of what you seek a grant for.</p> <p><i>(100 words or less)</i></p>	
<p>d. Select the principal cause that will be furthered by the Application:</p> <p><i>(Based on Therium Access' Mission Statement. Please select only one)</i></p>	<p><input type="checkbox"/> the advancement of human rights;</p> <p><input type="checkbox"/> the promotion of equality of rights and diversity;</p> <p><input type="checkbox"/> the protection of children, the elderly, the disabled, minorities, asylum seekers and other vulnerable or disadvantaged groups;</p> <p><input type="checkbox"/> the right to legal representation or due process;</p> <p><input type="checkbox"/> the proper and efficient administration of justice;</p> <p><input type="checkbox"/> the advancement of environmental protection or improvement;</p> <p><input type="checkbox"/> the promotion of legal education that furthers the causes listed above; and</p> <p><input type="checkbox"/> any other case or project in which a person, group, or entity will not have access to justice without financial assistance.</p>
<p>e. Amount requested from Therium Access:</p> <p><i>(Please state the currency if not GBP)</i></p>	

<p>f. Length of time grant is requested for:</p> <p><i>(Funding is currently available up to end March 2022)</i></p>	

4. INFORMATION ABOUT THE CASE	
a. Opponent's Name:	
b. Opponent's Law Firm:	
c. Forum:	
d. Jurisdiction:	
e. Set out the legal basis of the claim, including: <ul style="list-style-type: none"> - Applicable law and cause(s) of action; - Anticipated or stated Defence(s). <i>(500 words or less)</i>	
f. Describe the remedy sought (e.g. estimated damages). <i>(100 words or less)</i>	
g. Total budget for case: <i>(This may be the same amount sought from Therium Access, or a larger sum including funds from other sources)</i>	
h. Describe the <u>current</u> fee arrangement with solicitors and counsel	

<p>(including any outstanding fees or disbursements).</p> <p><i>(100 words or less)</i></p>	
<p>i. Describe the <u>proposed</u> fee arrangement with solicitors and counsel (including any outstanding fees or disbursements).</p> <p><i>(100 words or less)</i></p>	
<p>j. List and describe any key dates in the next 6 months (e.g. expiry of limitation, hearing).</p>	

5. ACCESS TO JUSTICE

- a. Explain how obtaining a grant from Therium Access will help to provide the Applicant or others with access to justice.

(Please draft your response by reference to our Mission Statement and Grant Criteria. 300 words or less)

- b. Describe how this case meets the [priorities set out on our website](#). You do not have to meet all of them.

(500 words or less)

- c. Explain why the Applicant needs a grant from Therium Access.

(200 words or less)

- d. Outline the timetable for procuring access to justice.

(200 words or less)

- e. Where the grant is sought for part of the total budget to run the case, please detail and explain the other sources of funding.

6. OTHER INFORMATION	
<p>a. Provide details of any previous applications (successful or unsuccessful) to Therium Access by the Applicant or Primary Lawyer Contact.</p>	
<p>b. How did you hear about Therium Access?</p>	
<p>c. Provide any other details that you feel may be useful to the Committee reviewing the grant Application.</p> <p><i>(200 words or less)</i></p>	

7. STATEMENT OF TRUTH

In signing this document you are confirming that the information you have provided is true, correct and current as at the date of this Application. If any of the information in this application changes you must notify us immediately.

You hereby accept and acknowledge that any grant award is expressly conditional upon all such information being and remaining true, correct and up-to-date. To the extent that this is not the case, Therium Access may, at its absolute discretion, withdraw and/or require repayment at any time of any grant award offered or paid by Therium Access without liability to you or the Applicant.

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Applicant's signature

Date:.....

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Primary Lawyer Contact's signature

Date:.....

Guidance Notes

Application Forms

Therium Access has 4 Application Forms. Please ensure you complete the applicable form.

For Organisation or Project funding:

1. Part A Application Form (see explanation below)- available on our website;
2. Part B Application Form (see explanation below)- this form will be sent to shortlisted applicants in order to avoid confusion;
3. Returning Recipient Application for Core Funding- available on request for existing or recent grantees; and

For Case funding:

4. Application Form- available on our website.

Grant Eligibility

Therium Access may provide financial assistance to individuals (for criminal or civil matters), groups of individuals (group/class actions or representative claims), or other entities for cases which advance the aims set out in our Mission Statement and meet our Grant Criteria. Please draft your application with these in mind. It is critical that the case's direct connection to access to justice is clearly demonstrated.

Applications will be considered for cases needing action or support within the next twelve months.

Priorities

Therium Access may apply specific priorities to a grant round. The priorities (if any) for the grant round you are applying under will be set out on our [website](#). Please consider whether your application meets these priorities before applying and draft your application with these in mind.

Application Process

There are 3 stages to the application process:

1. The first step is for applicants to complete and submit this Application Form. Therium Access will review the applications received and shortlist those to proceed to the next stage of the application process.
2. The shortlisted applicants will be invited to enter into a confidentiality/non-disclosure agreement and then to provide key supporting documents. Therium Access will review the information received and shortlist those to proceed to the next stage of the application process.
3. The shortlisted applicants may then be asked specific due diligence questions by email and may be invited to discuss their application in person or by phone.

The deadlines are as follows:

- Spring round-
 - Application Form- 15 April
 - NDA and key supporting documents- 31 May
 - Specific Due Diligence answers- mid-June
- Autumn round-
 - Application Form- 15 August
 - NDA and key supporting documents - 30 September
 - Specific Due Diligence answers- mid-October

Therium Access will consider applications at their regular meetings held in the first week of July and first week of November each year.

Grant Decision

Therium Access will endeavour to let you know the outcome of the application no later than 2 weeks after Therium Access' meeting.

Therium Access will document the grants with successful applicants in July or November. Funds are available to grantees by August or December at the earliest (subject to our procedures being completed and dependent on the satisfaction of any conditions precedent agreed).

Please note that Therium Access has limited funds available, and a grant is not guaranteed even if a project falls within the Mission Statement, Grant Criteria and Priorities. Therium Access retains absolute discretion in determining and amending its criteria and process, and whether to make a grant at any time, including any and all details (such as the amount and terms and conditions) of a grant.

Please note that decisions by Therium Access are final and there is no appeal, but you may re-apply at a later date.

General

Please see our website for more detailed guidance, most importantly the Mission Statement and Grant Criteria which set out what we look for when assessing grant applications.