

**THERIUM ACCESS
APPLICATION FOR GRANT FUNDING – PART A
ORGANISATION OR PROJECT FUNDING**

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

- Please complete this form to apply for a grant in respect of a specific project or for the general funding of an organisation, such as a Law Centre.
- 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 your 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 project and your organisation.
- 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	
a. Name of organisation(s): <i>('Applicant')</i>	
b. Name of project (if any):	
c. Type of organisation and Registration number:	
d. Date of Applicant's formation:	
e. Address: <i>(Correspondence and Registered address)</i>	
f. Website address:	
g. Name and position of primary contact for this application:	
h. Email address of primary contact:	
i. Telephone number of primary contact:	

2. EXECUTIVE SUMMARY	
<p>a. Provide a summary of what you seek a grant for.</p> <p><i>(150 words or less)</i></p>	
<p>b. 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>c. Amount requested from Therium Access:</p> <p><i>(Please state the currency if not GBP)</i></p>	
<p>d. Intended start date of project:</p>	
<p>e. Intended end date of project:</p> <p><i>(Funding is currently available up to end March 2022)</i></p>	

3. DETAILED APPLICANT INFORMATION

a. Describe your organisation's purpose and main activities.

(200 words or less)

b. Do you:

	Yes	No	Areas of law/level/detail
Hold a Legal Aid contract?			
Provide pro bono advice services?			
Employ paid solicitors?			
Provide non-advice services?			
Hold a quality mark?			
Belong to an umbrella organisation?			

c. Tell us how many staff and volunteers your organisation currently has.

	Paid staff	Volunteer	TOTAL
Full-time			
Part-time			
TOTAL			

d. Detail the location(s) your organisation has, and the services offered.

e. Does your organisation provide generalist advice, specialist* advice or both? If both, please state an estimate of the percentage for each compared to your overall work.

(Specialist advice means carrying out end-to-end casework for clients, carrying out representation in a court or tribunal and/or holding legal aid contracts)*

4. DETAILED PROJECT INFORMATION

- a. Provide more detail about your project, including:
- Whether this is a new or existing project
 - What your key aims are (including quantitative aims)
 - The key realistic outputs your project will deliver every 6 months (including a timeline of activity)
 - How you expect to achieve these aims.

(500 words or less)

- b. Describe how your organisation and work meets the priorities set out on our website. You do not have to meet all of them.

(500 words or less)

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.

(300 words or less)

- b. Explain why you need a grant from Therium Access, including whether alternative sources of funding are available.

(200 words or less)

- c. State how many people or other organisations (or both) will directly benefit from this grant and describe their demographic (e.g. refugee women aged between 16 and 30).

- d. State the geographical location of the people who will benefit from this grant.

(Include town, county, region and country)

6. GRANT DETAILS

a. Provide a budget of what the grant will be used for.

(The Grand Total should match your answer to question 2.c.)

Cost	Year 1	Year 2	TOTAL (per Cost)	Explanatory Notes
Staffing				
Overheads				
Professional Fees				
Training & Workshops				
Equipment				
Events				
Travel & Subsistence				
PR & Communications				
Marketing				
Other (please detail)				
TOTAL (per Year)			GRAND TOTAL	

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:

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 grants to organisations which provide services that 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 project's direct connection to access to justice is clearly demonstrated.

Applications will be considered for projects 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 Application Form Part A. 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 complete and submit Application Form B which provides further detail on the application, supporting documents and an independent reference. Therium Access will review the applications 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 Part A- 15 April
 - Application Form Part B- 31 May
 - Specific Due Diligence questions- mid-June
- Autumn round-
 - Application Form Part A- 15 August
 - Application Form Part B- 30 September
 - Specific Due Diligence questions- 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 sets out what we look for when assessing grant applications.