

## **Top tips on funding applications**

### **BEFORE YOU APPLY:**

- Research the needs you intend to address so that you can match these to the most likely funding resources.
- Gather all the facts, figures and background information needed for your application before you begin.
- Make sure you understand the purposes, priorities and policies of potential funders.
- Talk to funders informally about your ideas – this will help you decide the best fund to pursue and save wasting your time and theirs.
- Use evidence from current and previous work (about needs, background, successes etc.) gathered from evaluation sources (e.g. participants' testimonies, interim reports, strategic documentation from your organisation etc.) to write your application.
- Secure effective partnerships with like-minded organisations and apply for funding together.
- Discuss the budget proposals with colleagues and partners. Are they realistic?

### **WHEN YOU APPLY:**

- Respond to the forms as accurately as you can.
- Draft and redraft your application.
- Share the application with a critical friend before you finalise it.
- Ask for reasonable amounts of money.
- Demonstrate the need for your proposal with an indication of who will benefit.
- Explain your evaluation strategy.
- Explain your plans for sustaining the work.
- Explain how you will disseminate the fruits of your proposal and any lessons learned.
- Ask for feedback on applications.

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