

Together We Begin Fund

Expression of Interest

Word Version

The Henry Smith Foundation only accepts applications via an online portal. The links are on our webpage. This template is a downloadable Word version to help you prepare your application. **You can not submit this version**.

The application is divided into the following sections:

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# Welcome

## Before you begin

Here are some tips to help you get started:

* [**Read the guidelines**](https://henrysmith.foundation/grants/together-we-begin/#funding)before filling in the form.
* **You can download a sample form** from [our website](https://henrysmith.foundation/grants/together-we-begin/#resources) to help you plan your answers.
* You can **add your colleagues** to work on the same form by clicking "Manage Applicants" in the top-right corner. You can find a step by step guidance [on grantsconnects website.](https://webfiles-sc1.blackbaud.com/files/support/helpfiles/grantsconnect/content/gc-applicants-collaborators.html)
* You can **change the owner** of this form by clicking "Manage Applicants" in the top-right corner.  You can find a step by step guidance on [on grantsconnects website.](https://webfiles-sc1.blackbaud.com/files/support/helpfiles/grantsconnect/content/gc-applicants-collaborators.html)
* If you want to **change contact** for this grant contact us. You can find the details on [our website.](https://henrysmith.foundation/contact-us/)
* You can find **frequently asked questions** for this fund on [our website](https://henrysmith.foundation/grants/together-we-begin/#faq).

## Using this form

Here are some tips to help you use this form:

* You can click ‘**Next**’ at the bottom of each page or use the tabs above to move between sections.
* Questions marked with a '**\***' are **mandatory**.
* **You can resize text boxes** by dragging the corner if you want more space.
* The form **auto-saves** as you go. You can come back and finish it later.
* **There is no need to send any extra documents**. We assess applications based on the information you give us here.
* **Please don’t include diagrams or tables**. These won’t be saved when you submit the form.
* **Avoid using real names or identifiable personal details** (except for the main contact).
* When answering questions concerning lived experience and your organisation, ensure you **do not provide information that could be used to identify individuals and their lived experience.** For this grant application, we do not need to, or want to, collect information about individuals and their lived experience.  We ask that you avoid using names, job titles or other references to individuals or groups of people that would make it possible to identify them, or enable speculation about their background and life experiences.

# Your Organisation

In this tab, please provide some basic information about your organisation and how we can contact you.

**What we are looking for:** To better understand the purpose of your organisation and how you are working today.

## About the organisation applying

* 1. Name of the organisation\*

Address of the organisation\*

Legal name if different from 'Name of Organisation'

Website

Max 100 characters.

Type of organisation\*

Select all that apply.

Select from drop-down

**If your organisation is not a registered charity:**

Provide details of your charitable structure, aims and objectives.\*

Your organisation must have charitable aims and objectives to be able to apply to us.

Max 255 characters.

Charity number

Add if applicable

Company number

Add if applicable

1.2 Upload your governing document(s).**\***

For example constitution or articles of association.

Upload document

1.3 Describe your organisation's purpose.**\***

Max 300 words.

1.4 Add staff and volunteers for the whole organisation.\*

The number of Staff (full-time equivalent) \*

The number of Volunteers (not including Trustees / Fundraisers)

1.5 Upload your organisation’s most recently published, signed,  audited or independently inspected accounts.\*

If your accounts are over 10 months old, also upload your draft or management accounts.

Upload Document

1.6 Add the key information from the last set of full accounts which you have attached above.\*

Financial year-end date\*

DD/MM/YYYY

Income\*

£

Expenditure\*

£

## The contact details

1.7 Add contact information.\*

This is the contact that will get emails from us going forward. You can add a name by clicking 'add new' in the top right corner of the table. Add one contact. Once added, please tick the 'confirm information' box.

Minimum number of responses: 1

Include: Name, email, job title and phone number

# The Funding Request

In this tab, we ask that you provide us with more details about your work.

**What are we looking for:** A high-level summary of your organisation's work, the local context, the impact you are having on the families you support and how much you are requesting from us.

## About your work

2.1 Where is the work taking place?\*

Select from drop-down

**Once you select from the drop-down:**

Tell us more about where the work will take place.\*

List the local authorities and postcodes your services are delivered in. You can find a list of eligible local authorities [here](https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fhenrysmith.foundation%2Fwp-content%2Fuploads%2F2025%2F07%2FChild-Poverty-AHC-2023-24-Local-Authorities-Statistics.xlsx&wdOrigin=BROWSELINK).

Max 100 words.

2.2 Give us a summary of your home-based family support work.\*

We want an overview of the services you provide, including the frequency and duration.

Max 200 words.

2.3 Provide a summary of the people you are looking to support and the challenges they face.\*

We want an overview of the communities you work with and the types of social and economic exclusion they face.

Max 300 words.

2.4 What is the positive impact of your work on the families and children you support?\*

We want to understand how you know your work makes a difference. Provide some qualitative and quantitative outcomes to back this up.

Max 300 words.

## The request

2.5 How many families do you expect to support in the next three years?\*

2.6 How much are you requesting from us in total?\*

Add in Pound sterling.

£

# Other and Submit

In this final tab, we will ask you to answer some optional questions. Before submitting, you will also be asked to agree to our data protection statement.

## Additional information

3.1 Do you have any feedback for us?

We’d like to know how helpful the guidance, phone support, and/or webinars were. Did the questions in this form make sense, and did you have any problems submitting it? Any ideas of how we can make the process better for you are welcome.

Max 500 words.

3.2 How did you first hear about this grant programme?

Select one option from the drop-down.

3.3 How long has it taken you to complete this Expression of Interest?\*

To the nearest hour.

## Data protection

3.4 Do you agree with the below statements?\*

- I have read and agree to the Data Protection Statement

- I have received permission to share the personal information of all individuals named in this form

Select from drop-down

Select from drop-down

**Henry Smith Foundation Data Protection Statement**

We process all personal data provided to us in this form for the purposes of assessing your application, managing or monitoring any grant awarded and any related administration or research purposes in accordance with our privacy policy, a copy of which can be viewed [here.](https://www.henrysmithcharity.org.uk/privacy-policy/)

**Third party data**

No personal data concerning third party individuals should be included within your  form without their explicit knowledge, and informed consent, that this information will be shared with the Henry Smith Foundation and potentially other grant makers.

Before submitting this application, ensure you have not included any personal details or other information that could be used to identify people with relevant lived experience in your organisation.

Any additional excessive personal information will not be considered and immediately deleted. Can we please, therefore, ask that you do NOT include details of named or identifiable individuals apart from key contacts, for example, their job title, connection to your organisation, physical attributes or other descriptions, either in details of beneficiaries aided, case studies provided, or in any other information. Should you have particular reasons why such information should be provided to us, please contact us before sending us the information.

**Collaborating with other Grant Makers**

We reserve the right to disclose non-personal information, regarding your application, activities and organisation, to other grant makers unless you expressly request otherwise. No personal data will be shared with other grant makers for this purpose.

**Detection of fraud**

We reserve the right to share personal information to detect and prevent fraud and do not require your consent.