



**Devon Gardens Trust**  
**Project Grants for Education**  
**Checklist for Applications for a Project Grant**

Name of Organization

Address

Main Contact Name

Telephone Number

Email

Status of Organization (eg charity, private owner, public owner), if charity give charity number

Name/Title of project

Total cost of project

Amount of grant funding of this application

What are the expected benefits and outcomes of the project

- Description of the project
- Location
- Format
- Target audience/participants
- Benefits of the project to audience/participants/public
- Desired start date of project
- Timescale/Lifetime of project
- Statement on how the project fits with other activities
- How will the project be managed
- Statement on future management
- Are volunteers involved
- What other organizations are involved
- What other funding or resourcing sources are being sought
- Statement on future funding and resourcing
- How will the project be promoted
- What is/will be the arrangements for public engagement
- How might DGT be recognized

Applications should be sent by email to [education@devongardenstrust.org.uk](mailto:education@devongardenstrust.org.uk) or by post to Education Grants, Devon Gardens Trust, Exeter Community Centre, 17 St David's Hill, Exeter, Devon, EX4 3RG.