



**Devon Gardens Trust
Education Project Grants
Checklist for Applicants**

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

Details that might be included (not all aspects will apply to all projects):

- 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