**APPLICATION FOR GRANT FUNDING**

**Please refer to the guidance notes.**

|  |  |  |  |
| --- | --- | --- | --- |
| **ABOUT YOU** | | | |
| Contact Name |  | | |
| Position |  | | |
| Organisation |  | | |
| Type of Organisation |  | Charity/Org. Number | (if applicable) |
| Address |  | Tel |  |
| email |  |
| Website |  |
| **ABOUT YOUR PROJECT** | | | |
| Project Title |  | | |
| Project Summary  (100 words) |  | | |
| Project Dates |  | | |
| **FINANCES** | | | |
| Total Project Cost | |  | |
| Costs Summary Breakdown | |  |  | | --- | --- | | Item | Cost | |  |  | |  |  | |  |  | |  |  | |  |  | | | |
| Funding Strategy  (Please indicate any other sources you are seeking funding from). | |  |  |  | | --- | --- | --- | | Source | Amount | Secured? | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | | | |
| **HURTIGRUTEN FOUNDATION GRANT** | | | |
| Amount of funding sought  (All grants are awarded in NOK) | | **NOK:** | |
| Funding breakdown  (If you are applying for multiple years of funding, please indicate amount applied for each year) | Year |  | |
|  | NOK | |
|  | NOK | |
|  | NOK | |
|  | NOK | |
| **MEETING OUR AIMS** | | | |
| To which of our aims does your project contribute?  Grass roots projects  Raising environmental awareness  Supporting communities  Educational projects  To which of our focus areas does your project contribute?  Preserving endangered species  Battling plastic waste and marine litter  Supporting local communities in the areas we sail and operate  **Please note:** if you want to collaborate with Hurtigruten on a science research project, or if your project requires using one of our vessels as platforms, please contact Hurtigruten Foundation by email ([hurtigruten.foundation@hurtigruten.com](mailto:hurtigruten.foundation@hurtigruten.com)) before submitting your application. | | | |
| How many people will benefit directly from this project?  (please specify a number and a brief description of 50 words or less on how you have calculated this number.) | | | |
| Please describe how your project will help us meet the aims of the foundation  (up to 300 words) | | | |
|  | | | |

How did you become aware of the possibility to apply for funding from the Hurtigruten Foundation?

Hurtigruten website

Hurtigruten press release

Hurtigruten newsletter

LinkedIn

Facebook

Instagram

Twitter

Traditional media (newspaper, TV, radio)

Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please complete the application form above and return it to

[hurtigruten.foundation@hurtigruten.com](mailto:hurtigruten.foundation@hurtigruten.com)

No additional supporting documents are required to apply. However, you may submit supporting documents if you believe that it is valuable for our review of your application. Supporting documents may be submitted in English or Norwegian.

Additional supporting documents may be:

* A case for support detailing the project, please include information on the need, the aims, the impact you intend it to have, the public benefit and how you intend to evaluate the success of your project.
* A budget and indicative timeline with key milestones (as appropriate)
* Your most recent set of accounts (if applicable)
* Image or images to illustrate your project.

Please note: The Foundation reserves the right to share the details of grant applications with other grant makers unless the applicant expressly indicates otherwise in the application.

**DATA RETENTION POLICY FOR APPLICATIONS TO HURTIGRUTEN FOUNDATION**

Application documents from successful applicants that receive a grant from the foundation are kept for 6 years after the grant was paid out. For multi-year grants this 6-year period is counted from when the last grant payment was made.

Application documents from unsuccessful applicants are kept for 3 years after the application deadline.

The foundation reserves the right to keep a list and summary of all applications, including those unsuccessful, for archival purposes.