






Advice Service Transition Fund

How do I apply?

- Before you complete the application form, please read the latest  [questions and answers](#) and  [Updates to Guidance](#). Updates to the Questions and Answers will be announced on our Twitter account [@BigLotteryfund #AdviceSTF](#)
- The application form  [Application form](#) and any supporting documentation must be returned to us by no later than 12 noon on **28 January 2013**
- By email to: Advice.Transition@biglotteryfund.org.uk
- By post to:

Advice Services Transition Fund
Big Lottery Fund
2 St James Gate
Newcastle upon Tyne
NE1 4BE

Supporting documentation may include:

- Your latest set of accounts (mandatory) – see section 5.5 of the form
- Your governing document – see section 7.8 of the form
- Additional job role forms – see section 4.7
- Letter of endorsement if you are a branch of a larger organisation – see section 7.11
- Additional partner details forms –  [see section 5.3](#)
- Additional job role forms –  [see section 4.7](#)

If you have any specific questions about the programme that are not already covered by the materials and Qs and As, you can email us at Advice.Transition@biglotteryfund.org.uk

For any general questions, including if you have any particular communication needs and are unable to complete the online form, please email general.enquiries@biglotteryfund.org.uk or call the Big Advice Line on 0845 4 10 20 30