



2027

# WRITING A GREAT APPLICATION



2027 is supported by Big Lottery Fund, Esmée Fairbairn and Barrow Cadbury Trust

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**KNOW  
WHAT'S  
BEING  
ASSESSED**

**ANSWER  
THE WHOLE  
QUESTION**

**STRUCTURE  
YOUR  
ANSWERS**

**SHOW US  
YOUR  
EXPERIENCE**

**TELL US WHY  
2027?**

In order to write the best application you can, aim to do all 5 of these things.



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Ensure that you know what is being assessed. The application questions are asked to give you the chance to demonstrate that you have some of the competencies (specific abilities) we're looking for. It's recommended you:

- Read our website to really understand the purpose of the 2027 job and programme
- Read the competencies we're looking for on the website and think about ways you've demonstrated them before.

- Make sure you answer the question being asked on the application form, in full.
- Be particularly aware if a question has multiple parts that you answer them all so that we can award you as many marks as possible.
- However excellent your answer is, it won't score well if it doesn't address the question specifically, so keep coming back to the question and check that your answer really is addressing what we're asking.

When writing your answers, try and use a good writing technique like the **STARE TECHNIQUE**. STARE stands for the following things that you should include:

- **Situation:** Set the scene and give a little context or background
- **Task:** Explain what the task was that you specifically faced
- **Action:** Explain what the action was that you took to respond
- **Result:** Tell us the outcome of your action on the task.
- **Evaluation:** What did I learn from doing this?

- The best answers end with an explanation of what you learned
- Make sure the example you've chosen is relevant to the question being asked.
- Always be mindful that your answer can display strong relevance to the role you are applying for, and connect it to that role where appropriate
- Normally it's best to choose a **single example per question**. Don't just list examples to show your experience. If you do, you won't be able to write a good response in the word limit.

## SHOW US YOUR EXPERIENCE

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- Never undervalue your experience! Even something you may think doesn't sound 'impressive' may show us that you have the competency we're looking for.
- Whilst it's best to use one example per question, use different examples for different questions throughout the application. Try and think of experiences at work, volunteering, through your life etc.
- Use up all the word count - it's there for a reason
- Don't try and cram your answers with lots of examples, or you risk never going into the right level of depth
- Ask a respected friend or colleague to proof read your application

## TELL US WHY 2027?

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- Think carefully about what in particular about the job or the programme interest you?
- Why is a Grants Officer role with 2027 right for you now?
- Why this is the right opportunity for you at this specific point in your career? Show how your experiences & knowledge make it right for you at this time
- How will you use the experience of being on the programme going forward?

Complete your application  
now at [2027.org.uk](https://2027.org.uk)

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