



GUIDELINES FOR APPLICANTS

The Miss Agnes H Hunter's Trust was established in 1954 by a testamentary deed and is managed by a Board of Trustees. The funds available for charitable use come from both investments, and income from property in Leith built by Mr Samuel Hunter, Miss Hunter's father.

Intending applicants should read about our general philosophy before applying for funding to ensure that their application for grant-aid is considered suitable by the Trustees.

Miss Hunter set as the main aims of the Trust to assist charitable organisations which: help the blind in Scotland; help disabled people; are concerned with the training and education of disadvantaged people; are researching into the cause, cure or alleviation of cancer, arthritis or tuberculosis. However Miss Hunter gave the Trustees wide discretion to work within and beyond these stated aims. The Trustees continue to stay close to Miss Hunter's original aims but within these wish to ensure that their funds are channelled towards current needs relevant to today's society and that their grants should be effective and have impact.

What we fund

Currently the Trustees' areas of interest extend to charitable organisations which:

1. Help the blind and visually impaired

Priorities to include:

- Advice/support/welfare benefit schemes
- Employment and lifeskills training
- Mobility/independence schemes
- Expanding horizons and improving wellbeing and integration within the community often through arts, sports and other leisure activities including computer skills

2. Are researching into the cause, cure or alleviation of cancer or arthritis, or supporting people with these conditions

From 2010 to 2012 support for medical research projects into cancers will be limited to those investigating breast cancer or prostate cancer. There are no restrictions for medical research projects investigating arthritis

3. Help disabled people, including those affected by physical disability or illness and those with mental health problems or learning disabilities

Priorities to include:

- Advice, support, welfare benefit schemes
- Information, awareness and self-management/education
- Befriending
- Employment and lifeskills training

4. Assist with the education and training of disadvantaged people or with youth development projects

Priorities to include:

- Education and training schemes involving areas which provide basic skills or improve employment prospects, such as lifeskills, ICT, literacy and numeracy; and sports/arts/environment only where appropriate
- Youth development projects which help disadvantaged, vulnerable or at risk young people aged 13 upwards usually involving education and training but can include activities

The Trust does not fund

There are, however, a number of areas and activities which the Trustees have decided that they are unable to support:

- Organisations that are not formally recognised as charities
- Individuals - including students
- Expeditions, overseas travel or international projects
- Projects outwith Scotland, except for medical research
- General appeals or circulars, including contributions to endowment funds
- Animal welfare
- The bricks and mortar aspect of large capital appeals
- Initiatives focused on sports, arts or the environment except where the subject is being used as a vehicle to engage with one of the Trust's core policy groups
- Statutory requirements of local authorities, hospitals, schools, universities and colleges
- Projects which are primarily intended to promote political or religious beliefs
- Organisations under the control of the UK Government

How to apply for a grant

The Miss Agnes H Hunter's Trust does not have an application form. Application is by letter so that organisations can express themselves in their own words.

However, the following information has to be included in any application to enable the Trustees to make an informed decision on whether or not to fund your organisation.

- A brief description of the organisation's history, background, aims, objectives and achievements
- A full description of the project requiring funding - what do you want to do, who will be involved, where will it take place and how will it be managed? Which aspect are you applying to this Trust for?
- How have you identified the need for this work?
- What difference or changes will the project make in people's skills, knowledge, feelings or behaviour (i.e. what are the projected outcomes)?
- What activities/services will you carry out to achieve these changes (ie what key targets have you set – whenever possible these should be numerical)?
- How do you intend to monitor and evaluate the work so that you know whether or not you have been successful?
- What is the income and expenditure budget for the project? Please identify clearly
 - funding already secured and for which items
 - those items for which you are applying to this Trust
 - funding received from statutory sources as this Trust can only assist those aspects of an organisation's work that have to be funded from voluntary income
 - items still outstanding and funding applications still pending
- What is the proposed timetable for the project?

In addition please attach:

1. Details of a referee who is independent of your organisation but knows your work well and has given permission to be contacted and provide a reference
2. A copy of your most recent Annual Report and full Audited Accounts

Who can apply

The Trustees welcome relevant applications from independent organisations recognised as charitable by the Office of the Scottish Charity Regulator in Scotland or by the Charity Commission in England and Wales.

Currently the Trustees can only consider projects operating in Scotland, apart from medical research where relevant applications can be made for centres of excellence throughout the UK.

Application deadlines

The Trustees meet twice a year to allocate grants and the closing dates for receipt of applications are **9 February** for the June meeting and **1 August** for the November meeting.

Applicants should understand that, with the limited funds available, the Trustees have to be highly selective and are unable to assist all organisations that apply.

Useful Advice

Potential applicants are welcome to contact the Trust's Grants Administrator, Jane Paterson, by telephone 0131 538 5496 or email grants@agneshunter.org.uk for informal advice and if they are uncertain how to proceed with an application.

Useful information for charities operating in Scotland can be obtained from OSCR - the Office of the Scottish Charity Regulator at www.oscr.org.uk and helpful advice on monitoring, evaluation and reporting can be obtained from Evaluation Support Scotland at www.evaluationsupportscotland.org.uk

Applications should be sent to:

Jane Paterson
Grants Administrator
Miss Agnes H Hunter's Trust
Pagan Osborne
55-56 Queen Street
Edinburgh
EH2 3PA

Telephone: 0131 538 5496
Email: grants@agneshunter.org.uk
Website: www.agneshunter.org.uk