



Frequently Asked Questions (FAQs)

1) Who can apply for a grant?

The Trust welcomes relevant applications from independent organisations recognised as charitable by the Office of the Scottish Charity Regulator in Scotland (OSCR) or by the Charity Commission in England and Wales. Applications from small and medium sized charities are strongly encouraged, but this does not exclude larger charities. Applicants should hold reasonable but not excessive free reserves, unless there is a particular reason for holding a higher level.

2) What type of projects do you fund?

Applications to both the Small and Main Grant Programmes must fit within one of the four policy areas described below:

a) Arthritis and cancer care

The Trust will assist a range of projects supporting people living with arthritis or cancer. Although there are no restrictions on the type of project that can be considered, the Trust does have an interest in schemes that assist with self-management and those that help people live with their condition.

b) Helping disabled people, including those affected by physical disability, visual impairment or illness

Priorities include:

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

c) Helping people living with mental health issues or learning disabilities

Priorities are the same as those listed above.

d) Assisting with the education and training of disadvantaged people

The Trust will consider projects working with people aged 16 and above who have left school. Priority will be given to schemes which provide basic skills or improve employment prospects, such as life-skills, ICT, literacy and numeracy. Activities involving sports, arts and the environment may be considered only where appropriate.

3) What type of projects do you not support?

- Those primarily intended to promote political or religious beliefs
- Projects outside Scotland

- Expeditions, overseas travel or international projects
- General appeals or circulars, including contributions to endowment funds
- Statutory requirements of local authorities, hospitals, schools, universities and colleges
- Medical research
- Hospices
- Clinical work within hospitals
- Animal welfare
- The breeding and training of assistance/guide dogs
- The bricks and mortar aspects of capital projects
- 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 areas
- Normal youth club activities

In addition, the Trust does not provide grant aid to organisations that are not formally recognised as charities, nor organisations that are under the control of the UK or Scottish Government.

4) When can I apply?

Applications under the Main Grants Programme (grants over £4,000) will need to be submitted before the published deadline. There are two decision meetings a year (November and May), and their deadlines will be approximately 12 weeks prior (typically end August/ early September and end February/ early March). During this assessment period the Main Grants Programme will be closed to new applications.

You can apply under the Small Grants Programme (grants up to £3,999) at any point as there are no fixed deadlines, however decisions may take up to 12 weeks.

5) What information do I need before I apply?

We recommend that you have considered your project carefully and can supply detailed information on: the people who will benefit from your project, how it will be delivered, what activities you will carry out and when, who will deliver the activities and how you will monitor and evaluate the project. We will ask for financial information about the organisation as well as supporting documents such as:

- Project Budget
- Annual Report
- Audited (or independently examined) Accounts
- Governance document
- any relevant Job Descriptions

Please do not include personal details - i.e. named individuals - in any of the supporting documents, unless it is a legal requirement to do so (e.g. Trustee names in Accounts), in line with the Trust's Privacy Policy and GDPR regulations.

We ask all applicants to read and accept our Privacy Policy at <http://www.agneshunter.org.uk/privacy-policy/> . The Trust will only process your information where it is necessary for our own legitimate interests, in accordance with the Article 6 (1) (f) lawful basis for processing personal data.

6) Do you offer multi-year funding?

Yes, under the Main Grants Programme the Trust will fund 2 and 3 year grants (as well as 1 year grants) providing funding on an annual basis, subject to satisfactory monitoring reports from the grant holder each year.

7) Do you support repeat applications from the same organisation?

Repeat funding to organisations that have previously received grants from the Trust will be considered, but the Trust will have a preference for different aspects of the same service or a different service to support. The Trust recognises that there may be core services which meet a continual demand.**

8) Can I apply for funding if my organisation has been unsuccessful in the past?

Yes, you can apply for grant aid if your project fits with the Trust's general philosophy and policy areas. Please remember that competition for funds is high, so ensure that your project meets our criteria.

9) If we are already in receipt of a grant for another project, can we apply for a grant for an additional project?

We recommend that you discuss your position with the Trust Manager in the first instance.

10) Do you fund core costs?

**Yes, core costs can be included in the grant application provided that they are reasonable and directly related to the project.

11) How much can I apply for?

The Trust looks to make maximum impact on the delivery of a project or service, and therefore the preference is to fund a greater proportion of the total project cost.

Under the Main Grants Programme the Trust is less likely to award a grant that equates to less than 3% of the total project cost. As can be seen from the Recent Grants webpage, the majority of grants awarded by the Trust under this programme are between the value of £4,500-£10,000.

Under the Small Grants Programme priority is given to smaller one year projects delivered by small/ medium sized charities, where the Trust's grant will cover a large proportion of the total project cost. The grant level is capped at £3,999 for Small Grants.

12) How long will it take for a decision on my application?

Applications under the Main Grants Programme (grants over £4,000) are assessed and taken to the Board of Trustees meeting twice a year (November and May). Typically, the deadlines for submitting your application will be 12 weeks prior to the decision date. The

Trust Manager will contact you by letter soon after the Trustee meeting to advise you of the outcome.

Applications under the Small Grants Programme (grants up to £4,000) are assessed on a quarterly basis although there are no fixed deadlines for submissions.

13) What will happen if my application is successful?

If you are successful, you will receive a Grant Award letter which will set out the terms of the grant. You will need to sign and return a section of the letter to the Trust Manager. There will also be a Bank details form to complete. Upon receipt of these items, and subject to any additional conditions being met, the Trust will process the grant payment by BACS. Depending on the length of the grant, this may be the full grant amount or the first instalment.

As part of the project monitoring process the Trust will email you a link to access a Progress Report (for termed grants) or an End of Project Report (for projects lasting up to 12 months). These must be completed and returned along with an updated Project Budget or cash flow.