



Frequently Asked Questions (FAQs)

1) Who can apply for a grant?

Following a policy review in 2023, applicants must:

- provide a service that supports disabled people
- be a charity registered with OSCR
- deliver a service in Scotland
- have an annual income of less than £1 million

Your grant request must:

- fund at least 10% of the delivery cost of your service/ project (if project-based, not core costs)

Grant requests can be for core costs or direct project costs, including staff salaries and overheads. (See Section 10&11)

Applicants should hold reasonable but not excessive free reserves, unless there is a particular reason for holding a higher level. In the case of new charities with limited reserves, applicants can provide evidence of their likely sustainability over the duration of the grant (e.g. Business Plan/ Strategic Plan with detail on income sources)

Please review the full list of eligibility criteria in Section 3 below, which is from our Restrictions webpage <https://www.agneshunter.org.uk/restrictions/>

2) What type of projects/services or core costs do you fund?

In line with Miss Hunter's original aims, the Trust will offer grants to **charities that support disabled people in Scotland.**

Disabled people are those who have a physical or mental impairment that has a 'substantial' and 'long-term' negative effect on their ability to do normal daily activities (Equality Act 2010).

Service provision will focus on providing opportunities and enabling people to lead fulfilling lives. This may include activities that offer advice, information and support, or life-skills, volunteering and employability training.

Applicant charities may assist with a wide range or specific groups of people, for example those living with mental ill health, cancer, cerebral palsy, visual or physical impairments, as well as people with learning disabilities, autistic people, and other neurodivergent people.

In addition, the Trust is particularly keen to receive grant applications from the following:

- smaller charities meeting a demonstrable 'need' from their local community
- causes that do not have a strong public profile, including new Scottish charities

- charities developing innovative approaches, including pilot projects

3) What do you not support?

We specifically exclude services/projects that:

- primarily promote political or religious beliefs
- are normally provided by organisations such as local authorities, hospitals, schools, universities and colleges
- are capital projects (buildings, refurbishments and landscaping etc.)
- centre on the purchase of vehicles or large scale equipment, or are equipment-only grants
- provide holidays, including holiday camps, for disabled children
- offer expeditions, overseas travel or international work
- provide grants to individuals
- are general advisory services, such as those provided by Citizens Advice Bureau
- are general services for the elderly (e.g. transport in remote locations)
- are transport-only services
- are medical research, clinical work within hospitals, or services in hospices
- are animal welfare, or the breeding and training of assistance/guide dogs
- support very limited numbers of people with rare disabilities/illnesses

4) When can I apply?

We operate two rounds of grants per calendar year:

- a Spring/Summer round – with applications submitted in February, and taken to the Board meeting in late May/ early June
- an Autumn/Winter round – with applications submitted in August, and taken to the Board meeting in late November/early December

Please review the Trust website for exact dates and deadlines.

All grant applications will need to be submitted online before the published deadline. Each round is open for approximately 2-3 weeks to allow applicants to submit their form. Unfortunately, we cannot accept late submissions.

When a grant round is closed there is assessment underway. During this period applicants may be contacted for further information. Do ensure that your Main Contact on the application form is aware of this as they may receive an email from the Trust.

New applications cannot be submitted during this assessment period, and must wait until the next round of grants opens.

5) What information do I need before I apply?

We recommend that you have considered your project/service carefully and can supply detailed information on: the people who will benefit from your project, how it will be delivered, the time commitment required of the participants, what activities you will carry out, who will deliver the activities, how you will monitor and evaluate the project etc.

We ask for financial information about the organisation as well as supporting documents such as:

- a Project/ Service Budget, or forecast Total Expenditure (annual or multi-year) for grant requests towards core costs
- an Annual Report (if you produce one)
- audited or independently examined Accounts
- your Governance document
- any relevant Job Descriptions (if the grant is to be used towards specific staff costs)

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 do not ask for case studies, however, if you wish to add one as a supporting document please ensure that there are no named individuals.

We ask all applicants to read and accept our Privacy Policy at <https://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. The Trust will fund 2-year 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. Each grant instalment is paid upfront for the forthcoming year. Please supply a clear rationale behind the request for a multi-year grant in the application form.

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

The Trust will consider repeat funding to organisations that have previously received a grant. This may be for the same service/project or a different service altogether, but it must match the eligibility criteria stated on the website.

The Trust also recognises that there may be core costs or core services that have a continued demand (see Section 10 below).

If the request is for continuation funding from an existing grantee, you will need to supply an Interim Report to summarise the progress made since the last grant award. Please contact the Trust Manager for the report template. The Trust expects to see progression and development in terms of the project delivery and outcomes as well as the sustainability of the organisation itself.

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

Yes, but only if your project/service meets with the Trust's eligibility criteria and policy for funding. Please see the [Restrictions webpage](#). You are encouraged to contact the Trust Manager for further advice before applying, and to review any feedback in the letter you will have received.

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

Whilst this is not typically supported, 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 relate to the project/service described.

You can also request a grant purely for core costs. For example, towards the charity's Total Expenditure (TE) and overall service provision, or towards a Director/ CEO salary which forms part of the TE.

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 (TPC). Therefore, the Trust will only award grants that equate to at least 10% of the TPC.

However, if your request is for a grant towards core costs, the Board will be more flexible with the 10% threshold as Total Expenditure (TE) is likely to be of a higher value.

The [Recent Grants](#) webpage provides information on the levels of grants awarded at recent Board meetings. Whilst most grants are between £3,000-£10,000/yr the Trust reserves a degree of flexibility on these award values. Grant awards must not be less than £3,000 in total.

The Board will consider your requested grant value and grant term/duration as a priority. However, an alternative grant value may be awarded over a shorter timeframe if there is strong competition for funds at that round.

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

Online applications are to be submitted before the published deadline. We operate two rounds of grants per calendar year:

- a Spring/Summer round – with applications submitted in February and taken to the Board meeting in late May/ early June
- an Autumn/Winter round – with applications submitted in August and taken to the Board meeting in late November/early December

When a grant round is closed there is assessment underway. During this period applicants may be contacted for further information.

The Trust Manager will contact you via email in the week after the Board meeting to advise you of the outcome of your grant application. Please check the website for exact dates of the Board meetings.

13) What will happen if my application is successful?

If you are successful, you will first receive a short confirmation email. You will then receive a second email with 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. Depending on the length of the grant, this may be the full grant amount or the first instalment upfront.

You will also receive emails on the reporting requirements, with report templates and evidence of grant expenditure to complete in due course.