



Henry Duncan Grants Criteria 2019

Who can apply?

Henry Duncan Grants support charities registered and operating in Scotland which:

- have an annual income of less than £500,000, and
- are delivering programmes or services clearly focused on improving the quality of life for people who are experiencing *disadvantage.

*Disadvantage is often linked to poverty, and it may be a result of exclusion or discrimination. It can undermine people's quality of life and life chances as well as their ability to access their rights.

When can we apply?

Our Trustees will distribute our annual grant funds in two rounds during 2019:

Closing date for applications	Trustee decisions made
19 th November 2018	February 2019
4 th March 2019	June 2019

We will accept one application per organisation during 2019.

If you have previously applied for a Henry Duncan Grant in 2018, we would welcome an application in 2019 even if 12 months has not yet passed.

What do we fund?

Henry Duncan Grants support a range of services and projects delivered in small communities and larger towns and cities across Scotland. The work we support typically addresses one or more of the following issues:

Challenging family circumstances
Mental health
Community segregation/territorialism
Disability
Physical/emotional/sexual abuse
Drug/alcohol Issues
Isolation of older people

Illness and poor health
Inequality / discrimination
Poverty
Lack of support or opportunities for children and young people facing challenges
Homelessness

We know it can be hard to raise funds for general running costs and salaries, which is why the majority of our grants fall into these categories. However, consideration will also be given to applications for small capital projects such as equipment.

Priorities

Although the Trustees support a wide range of issues, there is particular interest in applications which are focused on supporting:

- **vulnerable children and young people**
- **older people who are facing isolation**
- **people impacted by disability / mental health issues**
- **families affected by poverty, particularly as a result of welfare reform**
- **unpaid carers**

What do we want our funding to do?

As an outcome funder, we want our funding to provide benefit that will make a real difference to people's lives. You must therefore be able to demonstrate that you will achieve at least one of the following outcomes:

- **Improve family welfare**
- **Reduce isolation**
- **Improve health and well-being**
- **Increase independence or life skills**
- **Improve community cohesion and integration**

It is important for us to know the difference our funding will make and how quality of life will be improved in the longer term.

How much can you apply for?

- Grants range from a few hundred pounds up to a maximum of £7,000.
- We don't ask you to apply for a specific grant amount, we prefer you to show the total cost of delivering your project/service (which may be more or less than our £7,000 maximum grant). Our Trustees will consider what level of support can be provided, based on the information you have given in your application and Corra Foundation's available budget.
- All grants are for a one year period.

What do we expect from you?

The following statements set out Corra Foundation's principles of effective governance, transparency and good practice. It is expected that charities acknowledge the importance of the following and can demonstrate commitment to those that are relevant:

- Respect for the safety of vulnerable groups via effective safeguarding procedures.
- Encouraging the involvement of volunteers.
- Operating with openness and clear accountability.
- Complying with relevant regulation/inspection as required.
- Implementing equal opportunities particularly with regard to recruitment.
- Recognising diversity and particular needs that may arise.
- Fulfilling duties as a responsible employer.
- On-going staff/volunteer/organisational development.
- Sound justification for any payments being made to Trustees/Directors on the board, including Trustees/Directors being paid as employees of the charity or for delivering freelance/sessional work.
- Listening to the voice of people who use services and ensuring their lived experience is at the heart of your approach.
- Collecting information through contacts or research to establish, consolidate and promote good practice.
- Adopting sound evaluation and monitoring procedures.
- Evidencing need for new and existing services, informed by those who will use them.
- Avoiding duplication by adopting a collaborative approach, and networking with other agencies/providers.

Some important points to note

- Community providers, such as community centres or key community resources, must be delivering a service specifically for people experiencing disadvantage and should be able to demonstrate the difference their work makes. The application form should clearly identify the costs for this specific aspect of work.
- Applications relating to youth work must show that the significant majority of the young people you work with are facing challenges and that you are working towards creating long-term change.
- We are unlikely to fund charities which hold more than 12 months unrestricted reserves.

- Organisations can apply to one of the two funding rounds in 2019 – February (closing date 28/11/18) and June (closing date 4/3/19). Previous applicants are welcome, even if 12 months has not yet passed since their last application.
- Funding requests should be made using our online application form and full guidance notes are available to assist with its completion. In exceptional circumstances we can provide a paper application form and you should contact us to discuss this.
- Grants will be considered for one year funding only.
- Progress reports are required 9 - 12 months after the date funding is released. If you have not already sent it to us, you must upload your progress report with your new completed online application. **Please note that we cannot accept a new application without receipt of a progress report for your last grant.** If you are applying before the end of your existing grant, please provide a brief report letting us know if you are on track to achieve your outcomes.
- If you have any concerns about the progress you are making with a grant, please get in touch with us right away and we will try our very best to help. Please don't leave it until the end of the grant to report problems.
- Some reasons for unsuccessful applications last year were:
 - Inadequate focus on work with members of the community experiencing disadvantage.
 - No details of other possible funding sources.
 - Lack of information around what difference our funding will make and the longer-term impact.

Other programmes

Corra Foundation also operates a programme specifically for charities working with children and young people affected by alcohol and/or other drug use. Grants may be held from each programme simultaneously.

PDI (Partnership Drugs Initiative)

PDI is a collaborative grant making programme which seeks to improve outcomes and life chances for children and young people affected by alcohol and/or other drug use. The PDI team works in partnership with charities and statutory services to ensure the needs of children and young people are central to funding proposals. Charities that are interested in PDI funding are encouraged to get in touch with our PDI Grant Advisor, Kelly McFadden to discuss their ideas. You can reach Kelly on 0131 444 4032 or kelly@corra.scot

What we can't fund under the Henry Duncan Grants

The following are outwith criteria for the Henry Duncan Grants:

1. Charities with an income of more than £500,000 per annum.
2. Activities which are not clearly focused on working with people experiencing disadvantage.
3. Organisations which are not formally recognised as charities in Scotland.
4. Major capital appeals including building projects, motor vehicles and refurbishment costs.
5. Initiatives that are focused on sport, the arts or the environment, except where the subject is being used as a vehicle to engage with groups facing disadvantage to increase life skills.
6. Crisis intervention with no clear evidence of longer term support, e.g. food parcels, toy/gift distribution.
7. Retrospective funding.
8. Promotion of religion/church fabric appeals.
9. Mainstream activities and statutory requirements, for example of hospitals and medical centres, schools, universities and colleges.
10. Individuals – including students.
11. Bursaries or scholarships.
12. Animal welfare.
13. Establishment/preservation of endowment funds.
14. Contributions to funds for subsequent grant making to other organisations and/or individuals, including the provision of vouchers or tokens.
15. Expeditions or overseas travel.
16. Historic restoration/historic publications.
17. One-off events such as gala days.
18. Sponsorship or marketing appeals.
19. General awareness raising activity, with no clear, measurable evidence of impact.
20. Conservation and protection of flora and fauna.

Advice

If you are unsure of anything, we are happy to give you guidance and advice before you complete your application. Please feel free to email us or pick up the phone. If you would like more detailed information, why not book a call, Skype or face to face funding advice session with one of our Grant Advisers; it's a great way to get one-to-one help with your funding plan. Unfortunately, we are unable to pre-screen draft applications, so try to speak to us before you complete the form. Details of the funding advice sessions are on our website.

If you would like assistance, further information, or if you would find it easier to read this document in an alternative format or language, please give us a call on **0131 444 4020** or email **hello@corra.scot**

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