

The Volant Charitable Trust
Guidelines

IMPORTANT: PLEASE READ

- You will need to consider the following eligibility criteria and programme priorities carefully **before** completing the online enquiry form to ensure your organisation and project are eligible to apply.
- Important: The Trustees meet bi-annually in **April and October** to make final decisions so please bear this in mind before considering applying as it is a two stage process:
 - Stage One: you must complete the online enquiry form on the fund page to provide a brief outline of your proposed project and grant request. We will then review the enquiry forms to consider the projects fit with the programme priorities before inviting groups to complete the full grant application form.
 - Stage Two: If you are invited to complete the full grant application form you will be given 4 weeks to submit the online application form along with the required supporting documentation.

ELIGIBILITY CRITERIA:

- Only **constituted** groups, with a governing document, can apply
- A bank account must be set up in the name of the group
- There must be **at least 3 unrelated members** on your management committee
- Committee meetings must have a **quorum of at least 3 unrelated** members present
- There must be **at least 2 unrelated** cheque signatories

PROGRAMME PRIORITIES:

- Grants up to £15,000 per year for up to 3 years (maximum grant therefore is £45,000)
- Priorities of the fund:
 - **Women:** Victims of sexual abuse, rape, domestic violence and those working in the sex industry; care for young mothers and those affected by postnatal depression, isolated and lone parents; community support for black and minority ethnic women and asylum seekers; support services for women prisoners and their families.
 - **Children and young people**
Counselling, support services and outreach projects for those who are disadvantaged or deemed to be at risk through neglect, emotional and physical abuse, alcohol or drug misuse.
 - **Poverty and deprivation**
Mental health projects for women and children; support for vulnerable families; promotion of healthy eating for families in areas of extreme deprivation.

EXCLUSIONS:

- Individuals
- Projects which do not benefit people in Scotland
- General fundraising appeals or activities
- Contributions to major capital projects.
- Groups who will then distribute the funds as grants or bursaries
- The repayment of loans or payment of debts
- Retrospective funding i.e. costs already incurred/activities already taken place
- Trips abroad
- Purchase of second hand vehicles

Timescales

If you are rejected at enquiry stage, and therefore not asked to progress to stage two, we will inform you as soon as possible.

If you progress to stage two of the process; once we receive your completed full application, an assessor will contact you to arrange a telephone conversation to learn more about your project and request for funding. If you will be unavailable for any significant period, please let us know as your request will not be considered if an assessor cannot contact you.

IMPORTANT NOTE: We will **NOT** contact you if you do not submit all the required information and supporting documents we have requested in order to process your full application, so please consider the checklist above carefully to ensure everything is in order **BEFORE** submitting your application/posting documents.

You will be informed of the final outcome of your application by email. Please note that although the meetings are in April and October, depending on the date of the meeting and final approval from our Board, you may not be informed until early May or November of the final decision. Please do not contact us to find out whether your application has been successful as we wish to use this valuable time to process applications. However, if you have not heard from us by the end of May or November, then please contact the Grant Programmes Administrator on 0141 341 4960 or email grants@foundationscotland.org.uk.