



Veterans' Foundation's Guidance to Charities & Organizations Applying for Grants (Version 4, 29 Aug 18)

The Veterans' Foundation has established a substantial grants programme to support charities and organizations that provide lifetime support to those in need among serving armed forces personnel, veterans and their immediate families. The trustees agreed in Jun 18 that Merchant Navy veterans who have taken part in operations should also be allowed to bid for grants.

In order to ensure that any grant given supports the Armed Forces' Family, the Veterans' Foundation has established guidelines for applicant charities and organizations. In particular, preference is given to charities and organizations who can demonstrate that they are directly involved in the provision of support to those in need.

Guidelines for Applying

Please read the guidelines, as they will help you establish your eligibility and ensure you provide the information the Veterans' Foundation needs to award a grant to your organization. **At the time of writing the maximum grant given by the Veterans' Foundation is £30K; the latest figure will be visible on the Veterans' Foundation's online application form page of its website.**

Applying

If, after reading our guidelines you believe you are eligible to make an application, please use the application form to make your application. The Grants Committee usually sits four times a year in July, October, January and April¹.

Grant applications are to be submitted by email or post on the application form with supporting documentation and should arrive²

¹ As at May 16, meetings of the trustees will be on 19 Jul 16, 17 Oct 16, 16 Jan 17 and 12 Apr 17.

² Except for bids being submitted at the inception of the Veterans' Foundation.



by the end of the month preceeding the Grant Committee meeting.

We hope to turn applications around within 3 weeks of the Committee meeting, with payments being made by BACS.

Grant Application Guidelines

We suggest that you read through these guidelines before writing your application. The information these guidelines contains is as follows:

Guidelines
The organizations which are eligible to apply for a grant
What the Veterans' Foundation is unlikely to fund
What information our trustees require
Checklist of documents you need to send the Veterans' Foundation

The Organizations that are Eligible to Apply for a Grant

All registered charities and other organizations that support the armed forces community (veterans, serving service people and immediate dependants), including Merchant Navy veterans who have served on operations, may apply.

The broad range of charities and organizations supported by the Veterans' Foundation is extensive and covers every aspect of social care including: homelessness, employability, poverty, disability, welfare issues, mental health, marriage guidance, care during old age and confidence building. Organizations are likely to be:

Likely Applicants
Charities
Not-for-profit organizations
Community projects
Housing associations and corporations

What the Charity is unlikely to fund



The Veterans' Foundation supports a wide range of organizations, though please note the guidelines below which indicate bids that are not normally funded:

Bids from Areas that are Unlikely to be Funded
Organizations that do not support the Armed Forces or Merchant Navy communities
Gap years, study trips, fundraising expeditions or sponsorship
Housing associations and corporations

Bids for start-up organisations are particularly carefully scrutinized and may not be funded due to the risk involved. If they are funded, the trustees may require match-funding arrangements.

What information our Grants' Committee Requires

Applications for grants to charities are considered individually by our Grants Committee and confirmed by trustees. In assessing applications, the following issues are taken into consideration:

Scrutiny Factor	Detail
The governance, trustees and managers of the organization	The trustees will look closely at any evidence provided to prove that the organization is effectively managed and has in place satisfactory operating procedures and risk management procedures. This includes ensuring that core services are adequately resourced and stable before expanding into new projects, locations or services.
The financial viability of the organization, including reserves.	Organizations that are relatively stable financially tend to be in a better position to run effectively and deliver the quality of services for which the charity was created. Therefore the trustees look for signs that the charity/organization is likely to remain running – these signs include, but are not limited to, past history, local support, an appropriate level of reserves, statutory and local council funding/grants from other charities, trusts or corporate organizations. The Veterans' Foundation is prepared to fund running costs provided sustainability is being considered.

The degree of need for the project requiring funding.	There are many ways to evaluate this, however, indicators include the level of local commitment to the project, evidenced by such things as fundraising activity, volunteer effort, local authority support, and most importantly the number of serving individuals or veterans, family members that the project will reach, or has reached, and the outcomes achieved.
The amount spent on administration and fundraising compared to charitable activities.	Along with a range of other considerations, the trustees review applications in light of the financial health of the organization, including costs incurred in relation to expenditure on meeting charitable objectives, the trustees expect that administration costs are kept at a reasonable level and they consider these in light of the type and size of the organization.
The ability to gain sufficient funding to meet the appeal target/requirement.	The trustees are keen to assist projects where they can have a high degree of confidence that the necessary funds can be secured from relevant sources, therefore it is important to demonstrate the level of funds already secured and from what sources; as well as the likely targets to address any shortfall.
Beneficiaries	The number, type and degree of need of the beneficiaries will be considered by trustees. The 'need' and the benefit provided should be made very clear in the application form.
The recognition the Veterans' Foundation will receive.	Critical to any application will be how our grant will be formally recognized by the receiving organization and their willingness to work with our communications team in providing suitable case studies and material to support our charity in further fundraising. Participation in PR <i>before</i> grants are awarded will <i>not</i> be considered by the trustees.

Application checklist

Lastly, please check that you have included all of the following with your application before emailing it to:

grants@veteransfoundation.org.uk

Funding proposal that includes:



Document	Insert 'yes' if included
Completed application form	
Latest published trustees' annual report and accounts	
Latest annual report (if separate from accounts)	
Detailed analysis of costs of grant required	
Your diversity policy	
Your safeguarding policy	
Your health and safety policy	
Any other supporting documentation that will contribute to our understanding of the requirement	