# YCHF GRANTS APPLICATION GUIDANCE

Please read this guidance before starting your application. This will give you a better chance of your application being approved.

# Eligibility

You are eligible to apply for a YCHF grant if you meet all the following criteria

- You can demonstrate that the funds will medically benefit children within Yorkshire
- The NHS will not provide the funds which you are seeking
- Your application is not for an individual child or family.

We are particularly keen to receive grant applications that are innovative or have a strong quality improvement element to them. Above all the application should clearly demonstrate how it will make a practical difference to the quality of life and/or medical care for patients and their families.

## Exclusions

- Organisations not supporting children's healthcare
- Retrospective funding
- Organisations that provide excursions, holidays or away days
- No grants will be made to individuals
- YCHF is unable to contribute to the on-going costs of repair and upkeep to equipment it funds and holds no responsibility for the equipment
- No VAT

Please see our website for examples of projects we have funded in the past.

#### **Before You Apply**

Please ensure you read the exclusions noted above and make sure you complete the application form in full.

#### Get in Touch

We welcome applications to our Grants Programme and we are very happy to provide assistance or advice should you require it. If you are unsure of whether your application is appropriate or if you require help to complete the form please do get in touch. Information on how to do this is included at the end of this guidance.

#### **Submitting Your Application**

We only accept application forms via email. Details on where to send your form are given at the end of this guidance.

The Grants Programme is a rolling programme which means you can apply at any time throughout the year. We recommend that you apply as far in advance as possible, to allow for any discussions which may need to take place between us. If you require quick consideration of your application then do contact us to let us know this before applying.

#### **Notification of Decision**

YCHF Grants awards are decided by the Board of Trustees. You will be notified of the decision, whether your application has been approved or not, within a maximum time period of 3 months from receipt of your application.

If you are successful, the notification email will provide all details in relation to claiming the award.

## Reporting

A condition of funding is that you will complete and submit a grant report form one year after the grant is received on the impact our funding has made.

## How to Contact Us

All initial enquiries should be made to Alex Duckett Email: <u>alex@gilbanks.com</u>

## Where to Send Your Application

Completed application forms should be sent by email to Alex Duckett: <u>alex@gilbanks.com</u>