

Application frequently asked questions

Please note that these FAQs are for charities considering making an application to the Swire Charitable Trust's core funding programme only.

Applying for funding

How do I apply for a grant?

Please start by reading our Application Guidelines document. It is here that you will see the areas that we do and do not fund.

We invite those that are eligible to apply and whose work is aligned with our current funding priorities to complete our online funding request. This can be found on the Apply for Funding page on our website.

What geographical areas does the Trust fund?

England, Scotland, Wales and Northern Ireland.

Does the Trust consider applications from individuals, community interest companies, social enterprises or community groups?

No. The Trust can only consider funding requests from UK registered charities

Does the Trust offer support, such as loans/investments/advice?

Our small team processes a large number of grants each year. With such limited resources we are unable to consider more complex funding arrangements, like loans or investment – or offer other types of support such as advice, feedback or networking opportunities.

Do you accept applications by post or email?

No we don't, we can only consider applications submitted via our online funding request form. Any charities applying via other channels will be asked to reapply through our website.

Can I submit more than one application?

No, we will only consider one application at a time and we ask charities to wait a year before reapplying.

Can I apply for funding to cover core costs

Yes. We are happy to fund core costs and often award many of our grants on an unrestricted basis, recognising that organisations themselves are best placed to allocate funding.

Do you give grants for more than one year?

Yes occasionally, but generally our grants are for one year and will not be for more than three years.

Is there a limit on the size of grant that we can apply for?

No there isn't. You are welcome to ask for the sum you require. Every appeal is considered on its own merits and the awards made by our Trustees may differ from the amount requested.

Are there deadlines for applications?

There are no fixed deadlines. You can apply at any time and eligible requests will be taken to the next appropriate meeting. Please apply well in advance of your funding requirements.

How many stages are there to the application process?

Just one stage with a single online application form for all three programmes and types of grant.

Completing the funding request form

How should I complete the funding request form?

When you are ready click on Submit a Funding Request you will be asked to pass an eligibility test before being permitted to move to the main application form. The form consists of two pages of questions and you may wish to review these before embarking on your application. We ask you to complete every field and your answers should succinctly demonstrate why your charity's work is needed and effective.

There are character limits for most of the questions.

At the end of the form we ask you to upload a copy of your latest inspected or audited accounts. If your charity is too new to have these, a copy of a bank statement will be fine. You may also upload budgets and any other materials that you think may add weight to your request.

You can make changes and save your form at any time before submission. Return to it at a later date by clicking 'Save and resume later'. Once you have completed all of the fields on the form, and uploaded any attachments, please click 'Submit application'.

After submission

What happens after we have submitted our funding request?

You will be sent two emails: one acknowledging receipt; and a second attaching a copy of your submission.

How will I know how my application is progressing?

After your application has been acknowledged, you may not hear from us again until the outcome of it has been determined.

What is the usual timetable for decisions?

After an initial assessment by our grants team, eligible requests aligned with our funding priorities are passed to trustees. Grant proposals of up to £25,000 are considered at monthly grants committee meetings, with larger grants reviewed at quarterly trustees meetings. Decisions are usually made within one to four months, but occasionally it can take slightly longer.

Do you meet applicants as part of your evaluation process?

As we have a small grants team we generally do not have the capacity to meet with applicants. Before your request is presented to our Board of Trustees for consideration, it will have been reviewed by our team. If there are aspects that are unclear, or lacking in detail, we may suggest a meeting or phone call to discuss these. It is also more likely that we will contact you if you are applying for a sizeable grant.

How will I know if my application has not been successful?

We will notify you by email if you have not been successful.

Can I request feedback if my application is turned down?

Regretfully, due to the small size of our team, we are unable to offer any feedback to unsuccessful applicants.

When can an organisation re-apply for funding?

If an application is declined, please wait one year before re-applying and then please check our website to ensure that your organisation still meets our funding criteria before submitting a further application.

How do you make grant payments?

Successful applicants will receive a grant letter and cheque, along with our standard conditions. We aim to send these within a fortnight of awarding a grant.

In some instances the Trust may make a pledge for a grant to be paid in the future when specific conditions have been met.

Will I have to sign a contract to receive a grant?

No. Whilst we do not use contracts, all grants are subject to our standard terms and conditions and by presenting a grant cheque at your bank you are deemed to have accepted these. Any further conditions will be contained in your grant letter.

If I receive a grant do I have to conform to any specific reporting requirements?

We may request that you send us progress reports during the life of the grant and/or a final report at the end of the Grant. Where this is the case, our requirements will be clearly outlined in your grant letter.