

## **Main Grants Programme: Applicant FAQs**

### **Q1. What is the Grant Request process?**

Applying to our Main Grants Programme usually involves completing a single Grant Request form. This gives us the information we need about your organisation, your funding request, and the impact of your work.

In some cases, we may contact you to ask for a small amount of additional information before making a decision. We'll always explain what's needed and why.

### **Q2. How do I know if my organisation is eligible?**

Our eligibility criteria hasn't changed. If you've applied to us successfully before, you probably won't need another eligibility check. If you're new to us, we'll review eligibility as part of your Grant Request. You can find out more about our eligibility criteria [here](#).

### **Q3. How long is the Grant Request form?**

The form is designed to be clear and proportionate. We ask for the essential information about your organisation, what you're requesting funding for, the need you're addressing, and how your work aligns with our funding priorities. In many cases, this will be all the information we need to make a funding decision.

### **Q4. What happens after I submit a Grant Request?**

Once received, we'll review your Grant Request for eligibility and fit with our funding priorities. We will then either:

- Make a funding decision
- Contact you to request additional information
- Let you know that your request isn't suitable at this time, with feedback where possible
- Keep your request on file for future funding opportunities

### **Q5. How quickly will I hear back about my Grant Request?**

You should receive a response within four to six weeks. We'll let you know whether a funding decision has been made, whether we need any additional information, or if it isn't suitable at this time.

### **Q6. What happens if I'm asked for additional information?**

In some cases, we may need a bit more detail before making a decision. This might include further information about your project, budget, or expected impact.

Any additional questions will be proportionate to the size of grant requested, and we'll clearly explain what we need and why.

**Q7. What happens if my Grant Request is not successful?**

If your organisation isn't eligible, we'll let you know as soon as possible.

If you are eligible but your request is not the right fit for us, we'll share feedback.

If you are eligible but we haven't been able to find a suitable source of funding for you, we'll keep your request on file for up to 12 months from the date of your original application and continue to match your request to funds as they become available.

**Q8. Are there application deadlines?**

Yes. Our Main grants open several times a year, typically in Spring, Summer and Autumn/Winter. Some funds (within the Main grants) also accept applications on a rolling basis, while others have set deadlines. From time to time, we may highlight particular funding priorities. Our Additional grants each have their own set of deadlines, criteria and application processes.

**Q9. How often can I submit a Grant Request?**

You can submit a new Grant Request when application windows are open. If your previous application was unsuccessful due to fit (rather than eligibility), you're welcome to apply again with a different project or when circumstances change. Generally, we can only award one grant per organisation in a 12-month period.

**Q10. How are Grant Requests matched to funding opportunities?**

Once we've reviewed your Grant Request, we'll see if it aligns with our funding priorities and then match it with specific funds or donors whose interests align with your work. If there isn't an immediate match, we'll keep your request on file for up to a year and review it when new funding becomes available.

**Q11. Do I need to choose which fund to apply to?**

No. You only need to complete one Grant Request. We'll review your application and match it to the most suitable fund or funds for you.

**Q12. What grant amounts do you typically award?**

Most of our grants are between £5,000 and £10,000. We can sometimes award larger amounts, depending on donor preferences and project needs. Multi-year grants are also possible where appropriate.

**Q13. Do you offer unrestricted funding?**

Yes. We usually provide unrestricted grants, which you can use for core or project costs. The only exceptions are when we, or a donor, set a specific requirement. Our aim is to give you flexibility to put funds where they're most needed in your organisation.

**Q14. Do you fund capital projects and events?**

We generally only fund capital costs when this is specifically requested by a donor. For events, we prefer to fund activities that are part of a longer-term programme rather than one-off events. Please submit applications for time-sensitive events at least six months in advance. For capital projects, we'll need to see that other funding is confirmed and that the project element is discrete and standalone.

**Q15. Can I apply to your Main grants and an Additional grant at the same time?**

Yes, you can apply to both. Just make sure to check the eligibility criteria for the Additional grants.

**Q16. What if my circumstances change during the application process?**

Please get in touch if anything changes that may affect your application. If your funding needs change, or you no longer require support, let us know by emailing [grants@sussexcommunityfoundation.org](mailto:grants@sussexcommunityfoundation.org).