

Application Guidelines

Updated October 2023

1. Eligibility

Applicants must be a Registered Charity, exempt charity, or Community Interest Company benefitting communities in the Greater Bristol area.

CICs must have been established for at least three years and have an annual income of at least £50,000 with at least 25% of income from trading.

Sectors supported:

- **Children and Young People**
Prioritising organisations and projects which support disadvantaged young people to gain skills and qualifications for employment.
- **The Arts**
Supporting performance venues and activities for disadvantaged children and young people
- **Prevention of Homelessness**
Including support for organisations who provide advice and guidance to people at risk of losing their homes.
- **Community Cohesion**
Projects which support equality, diversity and social inclusion for high need groups from all communities in the city.

Exclusions

The following are not eligible:

- Medical research
- Single condition medical charities
- Grants for Individuals
- Animal welfare charities
- Sponsorship

National charities, and those based outside of Bristol are less likely to be supported.

CICs whose core business model is substantially grant-reliant are unlikely to be successful.

2. How to Apply

If you plan to apply, please send a brief **enquiry by email**, to the Trust Director (nisbettrust@ahope.co.uk). This should be a brief single paragraph, with no attachments, outlining the focus of your application and how much you wish to apply for. We will then confirm that the proposal is a good fit with the Trust's priorities and that the grant request level is appropriate.

Please apply using our **application form**.

There are two levels of revenue grant:

- Small – up to £10,000
- Medium – £10,001 to £30,000

Capital Grant applications can be larger.

Applicants may suggest a preference for any level of grant, but the final amount may vary at the discretion of the trustees.

Applications for Small and Medium grants may be for project costs, capital costs or core costs. Project costs may include a reasonable proportion of core costs relevant to the project.

One third of our revenue grants are for one year, however you can request funding for up to three years e.g. a small grant could be for up to £10,000 per annum (£30,000 in total).

Budget Information

If you are applying for core costs, then please provide budget information for your whole organisation. If you are applying for project costs, please provide a project budget

3. Safeguarding

The Nisbet Trust takes the safeguarding of children and adults at risk seriously and we require organisations applying for funding to have a safeguarding policy which is up-to-date and relevant to their beneficiaries. We ask you to submit a copy of your safeguarding policy with your application.

4. Deadlines

Trustees meet quarterly, usually at the end of January, April, July and October. Please check deadline dates on the website www.nisbettrust.co.uk.

Applications will be acknowledged by email. The Trust aims to make a decision within two months of the published deadline. All applications will receive a response whether successful or not. If you do not receive notification by two months after the deadline, please contact us.

Following an application, please do not reapply for at least twelve months (from the date of your original application).

5. Reporting

Small & Medium Grants

For single year grants, please send us a brief report via email at the end of your project, or after 12 months if we are supporting core costs. If you wish to reapply, please send your report with your application. Your report should be no more than 2 pages long and should include both details of the number of people you have supported and the change or outcomes you have achieved with the funding.

For multi-year grants, please send a brief report towards the end of each 12 month period. A specific deadline will be given in your award letter.

Capital Grants

We will agree reporting conditions at the time of our grant

5. Contact Details

Queries:

Please make sure you have read the application guidance carefully first.

Please make contact by email in the first instance:

Key contacts:

Alison Hope, Director E: nisbettrust@ahope.co.uk

Gemma Roberts, Administrator E: admin@nisbettrust.co.uk

Email applications are preferred.

Applications and should be sent to admin@nisbettrust.co.uk

If you are unable to send your application by email please send it to:

The Nisbet Trust
22 Clifton Road
Bristol BS1 1AQ