

NHS Grampian Charity Lasting Impact Programme Community Grant Application Guidance Notes

Funding

The Community Grants Programme aims to support Grampian's community organisations and local charities to develop projects that improve the health and wellbeing of the people of Grampian.

The Charity prioritises funding for projects that:

- Deliver clear and tangible benefit for patients in Grampian
- Support prevention, wellbeing and mental health
- Reduce health inequalities and improve access to care
- Enable people and communities to live well
- Promote positive health outcomes for children, young people and families
- Test new or innovative approaches with potential wider benefit

The Community Grants Programme is open to applications from charities and community organisations.

Grants of up to £10,000 are available for projects seeking capital or equipment costs, or funding to test a new project or way of working **over a 12 month period** that focuses on wellbeing; community-based support; testing new or emerging ideas.

The outcomes the funding aims to achieve are:

- People have a better healthcare experience
- People have better clinical outcomes
- People are better able to manage their own health
- People have an improvement in their mental or physical health

Only one application can be submitted per activity or project. Our funding is non-recurring and therefore we are unable to fund projects that have previously been supported by NHS Grampian Charity.

Up to a maximum of 15% of your application can be for overheads or running costs of that specific project. By this we mean things like management or admin costs, rent, utilities, resources, and marketing materials.

Timescales

- The funding round opens on 20 July 2026.
- Information session takes place on 5 August 2026 11:00 (to be booked)
- The closing date for applications is Wednesday 31 August at 12pm
- The outcome of applications will be announced w/b 26th October 2026

Terms & Conditions

All projects must start within three months of the award being made, and they must be completed within a 12 month period.

80% of funding will be awarded directly to the organisation by NHS Grampian Charity on receipt of the signed award agreement. The final 20% will be paid following the receipt of a satisfactory interim report.

Funding can only be used for what has been agreed in the application. You must contact us in the first instance with any requirement to make changes to your project, as outlined in your application.

A short interim report is due six months from the award date, and a year-end report 12 months from the award date. Failure to provide reports in a timely manner may result in us requesting the return of your grant or your final payment being withheld.

Evidence of expenditure will be required, and any unspent funds must be returned in a timely manner or approval for their change of use agreed.

Funding may only be used to benefit people within Grampian.

Funding cannot be used for the purchase of alcohol.

The NHS Grampian Charity logo must be displayed on any documentation or promotional material related to your project. NHS Grampian Charity has the right to include this grant award in our own publicity and social media.

The following information corresponds numerically with the application form.

Please ensure all information is fully completed, and only provide information that is being requested. Applications that do not have every section completed will not be progressed.

1. Your details

Please provide details of the main contact person for this project. The main contact should be someone who knows the project in detail and is available for us to speak to if we have questions about the project.

2. Details of your organisation

Please provide your organisation's legal name and registered postal address.

Please provide a brief description of your organisation, the type of organisation, your charity number if applicable, and the date your organisation was established.

Types of organisations that can apply:

- Voluntary or community organisation
- Not-for-profit company
- Registered charity (unincorporated)
- Charitable Incorporated Organisation (CIO or SCIO)
- Community Interest Company (CIC)
- Faith-based group
- School
- Statutory body
- College or University

The second contact person for the project should be a senior member of your organisation.

3. Your project

3.1 What will you do (max 200 words)

Please tell us what you plan to do – This should be a lay summary of the activities you are planning, and should include as much specific details as you can (e.g. numbers, timescales, activities and people involved).

3.2 Why is it needed (max 150 words)

Please explain what evidence you have that this project is needed and what difference it will make. What will happen if you do not undertake this activity? Please tell us the background to how this is starting, what has informed your decision making and what you feel is at risk if it wasn't to happen. Tell us how you have engaged participants and how you'll continue to involve them in the development of the project.

3.3 Why your organisation (max 150 words)

Please tell us about your knowledge and experience in this area of work. You may want to include information about the evaluation/impact of similar programmes your organisation has delivered and you can tell us the existing access/relationship you have with the intended beneficiaries.

4. Details of your project

Please tell us how many people will be directly involved in delivering this work, and the intended start and end dates. All projects must start within three months of the grant being awarded and be completed in a 12 month period.

5. About your beneficiaries

Tell us how many direct beneficiaries you plan to work with, a description of those groups, and where the project will be delivered. Please tell us which area your work will mainly take place in. If your project covers more than one area, tell us where most of it will take place. Please also tell us where within the area you will be running your project, e.g. Forres, Peterhead, Banchory, etc. Please note the individual word counts for specific sections of this question.

6. Outcomes

Please tick just **one** of NHS Grampian Charity's Funding Priorities. Choose the one that you feel your project best aligns with.

Please tell us how your project will meet that funding priority by providing three measurable indicators that you will measure to evidence your project has been successful in meeting the funding priority.

Examples:

- Number/% of participants reporting improved wellbeing
- Number/% of people experiencing reduced isolation
- Number/% of participants reporting improved confidence in managing health

Evaluation (max 100 words)

Please provide information on how you will evaluate your project, what methods you will use, the information you plan to collect and when you will undertake this work.

7. Sustainability (max 150 words)

Grants are awarded for defined projects, and funding is non-recurring. How will the needs of those who have benefitted from your project be supported on its completion? Do you plan to continue after the funding period and if so how will that be funded? What happens if you do not secure future funding?

8. Risk and Delivery (max 100 words)

What are the main risks to your project and how will you manage them?

9. Costs

Grants of up to £10,000 are available.

A complete breakdown of all projected costs should be included which evidences the viability of the project. Overheads should be proportionate and not exceeding a maximum of 15% of the project costs.

Please provide rationale for your expenditure and explain how your costs represent good value for money.

Let us know if the project is being jointly funded by another source and, if so, please provide details of who the funder is, the amount, and if the funding has been confirmed/received. Please also provide us with details of any previously received funding from NHS Grampian Charity.

Please tick to confirm you have included the required documents. Please note that applications submitted without these documents will not be progressed.

10. Declaration

Please date and e-sign or type your name to confirm that the information you have provided is accurate, that you are authorised to submit the applications and that you have read and understood the guidance.

11. Closing Date

The closing date is **Wednesday 31 August at 12pm.**

Please send completed applications to gram.charities@nhs.scot

Decision Making

All applications will be assessed using a scoring matrix by an internal NHS Grampian Charity panel.

Shortlisted applications will then be reviewed by a Public & Patient Involvement group, who will provide advice on community relevance, accessibility, and perceived impact.

What makes a strong application?

Strong applications:

- Clearly explain what will change and why
- Show who benefits and how many
- Include realistic and measurable outcomes
- Demonstrate value for money
- Are clear, simple and achievable

Grading

All applications will be assessed using the Grading Matrix below. We have provided this for guidance and transparency to support the success of your application.