

## **Application Process for a grant application :-**

Before making any application for financial assistance please consider the following information:

It is highly unusual that a single donation will exceed £100,000 and all potential awards over £15,000 are assessed by a team operating independently of the Trustees.

The Barcapel Foundation provides financial assistance mainly to organisations that have Registered Charitable Status and are recognised as such by the OSCR, but may on occasion make awards to non registered organisations and individuals who have charitable aims.

The foundation awards grants predominantly, but not exclusively, to charities operating in Scotland.

### **What we support :-**

- The three priority areas of interest for funding are health, heritage and youth

### **What we do not support :-**

- individual applications for travel or similar
- organisations or individuals engaged in promoting religious or political beliefs
- applications for funding costs of feasibility studies or similar

### **What we are unlikely to support :-**

- local charities whose work takes place outside the British Isles

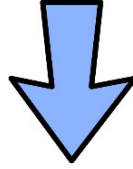
### **To apply for a grant :-**

- 1) Ensure that your interests, aims and objectives are compatible with those of Barcapel
- 2) Download the preliminary application form
- 3) Complete concisely and return to the office address with a covering letter.
- 4) If your application is likely to be successful we will then contact you requesting further information.

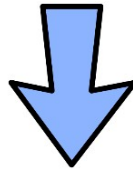
In the first instance please do not send any additional information. If you have particularly important further documents and information refer to them in the covering letter so the Trustees can request them if required.

What happens during the Application Process:

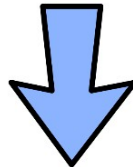
**Complete Application Form & send to Barcapel with covering letter.**



**The secretary and the Director in residence will assess your initial application**



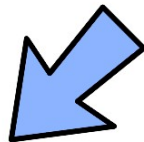
**If your appeal is likely to be supported by the Board, the secretary will contact you requesting further information**



**The Board meets twice a year, (May & November), to review all applications.**

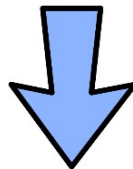
**They will take a decision, resulting in 1 of 3 possibilities:**

**1**



**The secretary will write to inform you your appeal has been unsuccessful**

**2**



**A Trustee will write, enclosing a cheque for amount awarded**

**3**



**The secretary will write to inform you the Board have appointed an assessor for your particular appeal.**

**In this case the Board will review the assessor's recommendations before deciding whether or not to grant an award.**