GRANT APPLICATION GUIDELINES FOR ORGANISATIONS 2021

WHO WE ARE

The Hospital Saturday Fund is a registered charity whose aims are to provide assistance through its charitable funds for:

- registered charities, hospices and medical organisations which are in need of grants for medical projects, care, research or support of medical training within the United Kingdom, Isle of Man, Channel Islands and Republic of Ireland.

WHICH ORGANISATIONS MAY APPLY?

Charities (registered charities with medical/health objectives)

The Hospital Saturday Fund will consider giving grants towards medical projects, capital projects, medical care or research, hospice/respite care and in support of medical training. The Hospital Saturday Fund will also consider grants for running costs. For UK NHS hospitals only, applications will normally be accepted for projects only, the application to detail the scope of the project with supporting documentation, the amount requested and a copy of the hospital's Annual Report (or the hospital's related charity raising funds for the project).

APPLICATION DEADLINES AND GRANT AMOUNTS

The Hospital Saturday Fund has two grant categories:

- Standard grants of up to £2,000 or €3,000 **OR**
- Large grants to up to £10,000 or €13,500 (please note this is the maximum sum that HSF will grant).

Large grant applications should be towards specific projects, research or equipment rather than running costs.

Organisations may make one application for a meeting and can apply for a standard or a large grant.

The Grant Making Committee (GMC) meets quarterly.

Applications should be submitted online by close of business on the following dates:

GMC 26 January 2021
Standard Grants of £2,000 or €3,000 – deadline 4 January 2021
Large Grants of up to max £10,000 or €13,500 – deadline 1 December 2020

GMC 18 May 2021
Standard Grants of £2,000 or €3,000 – deadline 20 April 2021
Large Grants of up to max £10,000 or €13,500 – deadline 23 March 2021

GMC 10 August 2021
Standard Grants of £2,000 or €3,000 – deadline 13 July 2021
Large Grants of up to max £10,000 or €13,500 – deadline 15 June 2021

GMC 4 November 2021
Standard Grants of £2,000 or €3,000 – deadline 7 October 2021
Large Grants of up to max £10,000 or €13,500 – deadline 9 September 2021

GMC January 2022 (all dates for 2022 meetings to be confirmed in December 2021)
Standard Grants of £2,000 or €3,000 – deadline 4 January 2022
Large Grants of up to max £10,000 or €13,500 – deadline 1 December 2021

HOW TO APPLY

Applications for grants should be made online at www.hospitalsaturdayfund.org.

The Hospital Saturday Fund does not accept paper or letter applications.

Please ensure all required fields in the online form are completed.

Your current annual accounts/financial statements must be attached to ensure your application is considered.

It is possible to save your part-completed online application and then return to complete it at a later date (please note that this option is active for 30 days only).

The end of the application process allows for four documents to be uploaded (one of these must be your most recent accounts/financial statements). If you wish to submit additional documents in support of your application you may email these to charity@hsf.eu.com and quoting your application reference number.

The Hospital Saturday Fund is able to give a grant to an organization once per calendar year only.

If your application is unfortunately turned down at a meeting, you are able to reapply in the same calendar year.

As grant making meetings are held quarterly, there may be a delay between submitting your application and your receiving notification of the outcome of your application. We will contact all applicants following the meeting to advise you of the decision so it would be helpful if you could please refrain from contacting the office in advance of our communication to allow us time to administer the process as quickly as possible.

WHAT IS NOT FUNDED

Please note that The Hospital Saturday Fund does not give grants to:

- charitable organisations or projects outside the UK, Isle of Man, Channel Islands and Republic of Ireland; or
- organisations that are not registered with one of: the Charity Commission for England and Wales, HM Revenue & Customs, the Office of the Scottish Charity Regulator, the Charity Commission for Northern Ireland, the Isle of Man General Registry, the appropriate regulatory body in the Channel Islands or the Revenue Commissioners in Ireland; or
- organisations carrying out non-medically related activities; and
- HSF does not give donations towards general fund raising appeals or requests

Please note that we receive many more applications than have funds available and therefore unfortunately cannot help every organisation that applies.
All applications will be carefully considered and an email will be sent to advise the result of the application as soon as possible following the relevant Grant Making Committee. Please refrain from calling the office for the results as this will allow the administrative process to be completed as quickly as possible.

FOR FURTHER INFORMATION OR QUERIES ON YOUR ONLINE APPLICATION, PLEASE CONTACT:

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