



The Rayne Foundation

Application Guidelines

Introduction

The Rayne Foundation makes grants to charitable and not-for-profit organisations across the UK in four areas of special interest:

- **Young people's improved mental health;**
- **Arts as a tool to achieve social change;**
- **Improved quality of life for carers and for older people;**
- **Better opportunities for refugees and asylum seekers.**

As an independent funder, an important part of our role is to support work which is untried, tests new approaches and has clear objectives. We favour work which could change the way issues are tackled in our society and which could have lessons for others beyond the funded organisation.

We receive many more applications than we can fund and for this reason have a two-stage application process to reduce the time and effort you spend making your application. It may help to look at [examples of recent grants](#) before you apply.

Exclusions and Glossary

We do not consider applications:

- Outside our four areas of special interest
- For medical research
- For retrospective funding
- For capital appeals
- For campaigning and lobbying work
- From statutory bodies such as hospitals, local authorities, government departments or schools
- For endowments
- For one-off events (including performances, festivals, conferences, holidays, respite breaks and residential trips)
- For community transport schemes and vehicle purchases
- For church halls and community centres
- For running costs of local organisations
- For feasibility studies or scoping work
- From individuals
- From organisations working or based outside the UK
- From brand new organisations
- From organisations which have applied and been rejected within the last 12 months
- From charities supporting active or former servicemen and women

We reserve the right to make exceptions to our published guidance from time to time.

Characteristics of the organisations and projects that we fund

We look for all of the following characteristics in the organisations and projects that we fund:

Wider than local application and awareness of the bigger picture

We favour organisations and projects which could change the way issues are tackled in our society and which could have lessons for others beyond the funded organisation. We look for good ideas that other people can learn from, creative ways of tackling entrenched or new problems, and ideas which have potential to be replicable. As a result, we are more likely to fund projects which are untried or in their early-to-mid stages of development than established, long-running services. The organisations we fund will demonstrate an awareness of what is going on in their field nationally and how their work complements what else is available. They will be able to tell us why they are best placed to deliver the proposed activity.

Real expertise and sector knowledge

The organisations we fund will be experts in their field. They will have a good understanding of the needs of their client groups and how to support people to bring about change. They will demonstrate capacity for listening and responsiveness to beneficiaries and partners. They will be thoughtful and creative in their thinking about how to meet those needs. We will assess whether plans to deliver the work are realistic and achievable. We will also look at the financial aspects and what might happen beyond the life of the grant.

Commitment to demonstrating results and sharing learning

The organisations we fund will be able to explain why they believe their activities will lead to positive change for users and how they will gather evidence to demonstrate this. We favour organisations which think carefully about how to evaluate their work and which plan to share their learning widely. If the work could be funded on an ongoing basis by statutory agencies, we want to understand if the evidence is sufficient to meet the needs of potential commissioners.

Strong leadership, management and track record

We want to see that funded organisations are well governed and managed, that they have good finance and risk management systems, and that they have the necessary skills and expertise to deliver their objectives. We also believe in backing good people and will favour organisations led by capable and committed people who are ambitious for their organisations and their users. We want to see a track record.

Direct benefits to vulnerable and disadvantaged people

We prefer to fund work which brings clear and direct benefits to vulnerable and disadvantaged people. This means that we are more likely to fund front-line organisations and will only fund second-tier or research organisations for projects which have a demonstrable benefit to end users.

Practical aspects

What sort of organisation can we fund?

We fund charitable and not-for-profit organisations. Large, national organisations or 'household name charities' are unlikely to receive a grant unless they are the only organisation in a position to tackle a particular problem. We do not fund statutory bodies such as hospitals, local authorities, government departments or schools.

What sort of grant can we make?

We will consider funding salaries and project costs (including a reasonable contribution to overheads or on-costs) for up to three years. We do consider grants towards an organisation's core costs but we only tend to award these when an organisation is making a step-change in the way that it works or tackles a particular issue and where a core grant will provide greater flexibility during the transition period.

Typical grant size

Our grants typically fall in the range of £10,000 - £20,000 per annum for up to three years. We prefer to fund alongside others as we are unlikely to be able to fund your project in full. We will also consider the size of your request relative to your overall turnover. Small, newer organisations in particular are unlikely to receive a larger grant from us if that would equate to more than 10% of total income. Please consider all of these factors when deciding how much to ask for.

Finances

We consider that organisations with high levels of unrestricted reserves are in less need of our funding. This means that organisations with more than nine months' running costs in unrestricted reserves are less likely to receive support. At the same time, organisations with tiny reserves or an overall deficit will need to convince us that their organisation is viable and they are taking action to increase reserves.

The process

We have a two-stage application process which we hope will reduce the time and effort you spend on making your request to us. You can apply at any time and can normally expect to receive a decision from us within 3-4 months although it is a good idea to allow six months for a decision.

Stage One

At Stage One we will ask you to provide a short outline application. We use the Stage One to make an initial assessment about a) the quality of your proposal and b) whether there is a good match between your objectives and those of The Rayne Foundation. Please bear these factors in mind when you answer the Stage One questions.

Please submit your application to applications@raynefoundation.org.uk. The signed application cover sheet can be scanned and sent in PDF format. Please send all other attachments in Word or Excel format wherever possible. Once submitted, you should receive an automatic email acknowledgement (do check your junk mail folders).

Please understand that your proposal may be turned down even if your work is important and interesting. We receive many more applications than we can support and many do not make it beyond Stage One.

Stage Two

Stage Two provides an opportunity to provide a more fully developed and formal proposal. If you are invited to make a Stage Two application and answer additional questions, we will give you one month to respond. We will also give you a date by which you can expect a final decision from us. If you need longer to complete your Stage Two, please contact our Grants Administrator, Morin Carew, on 020 7487 9656 or mcarew@raynefoundation.org.uk. We can normally accommodate these requests but depending on the timing it may affect the final decision date.

Again, please submit your Stage Two in Word format by email to applications@raynefoundation.org.uk – you will receive another email acknowledgement.

Once we have received your Stage Two application, we look much more closely at your proposal and your organisation. If we are considering bringing this to Trustees, we might ask to come and visit your Chief Executive, a Trustee, other key staff and, if appropriate, one of your service users. We will also follow up references.

Trustees meet approximately every quarter and you will be informed of their decision as soon as possible.

We hope this will help you consider whether your work is a good fit with the objectives of The Rayne Foundation. If you have further questions, please telephone our Grants Team for further advice on 020 7487 9656.

Glossary

Free reserves

Reserves are the unrestricted funds held as the general funds of the charity. We calculate your free reserves by looking at the total value of your assets and deducting any property (tangible fixed assets, such as buildings or computers), any restricted funds, and any permanent endowments. We include in your free reserves any expendable endowments and also consider designated funds to be part of your free reserves (unless they have been designated because they represent property, or grant commitments that you have made to others). Free reserves can also be called unrestricted reserves.

Outputs

Outputs are what you do and can include services offered, products sold or given away (for example, booklets), and facilities provided. People use outputs to achieve the changes they want.

Outcomes

Outcomes are the differences made by the work you do, the changes, benefits and learning or other effects that happen as a result of your outputs. They can be wanted or unwanted, expected or unexpected.

Impact

Impact is the broader or longer-term effects of a project or organisation's outputs, outcomes and activities. Often, these are effects on people other than the direct service users of a project, or on a broader field such as government policy.

Privacy Statement

The Rayne Charities are committed to protecting your data and privacy in accordance with the provisions of the Data Protection Act 1998 and the General Data Protection Regulation (GDPR) 2018. Our privacy notice tells you what to expect when we collect your personal information. It tells you how we will use the information and the rights you have in relation to this. To read our privacy notice, please visit our website:

<http://www.raynefoundation.org.uk/privacy-notice>.