



Skelton Charity

Frequently Asked Questions

My organisation is less than 12 months old – can I apply for a Skelton Charity grant?

Organisations must have been operating for a minimum of 12 months to be eligible to apply.

I'm not sure if the supporting documents I have are the correct ones, what should I do?

Revisit the guidance notes/eligibility criteria where you will find descriptions of the required documents.

- For governing documents and relevant clauses, follow this link:
www.gov.uk/government/publications/setting-up-a-charity-model-governing-documents
- For an example of a robust Child Safeguarding Policy & Procedure see below:
[Example safeguarding policy statement | NSPCC Learning](#)
- For guidance on completing an Adult Safeguarding Policy & Procedure see below:

[Constituted-Group-27-September-Version-6.pdf](#)

Also note the Safeguarding guidance and checklist which accompanies the application guidance notes – applications which do not include a robust Safeguarding Policy & Procedure will not be prioritised.

Income/Budget

Regarding financial accounts – you must submit the most recent set of accounts/proof of income & expenditure for the last 12 months.

If you are unsure about documentation, please contact us prior to submitting your application to discuss this. Applications which have documents missing, or incorrect documentation attached will be considered as ineligible.

I'm having problems completing the budget table, the system is not allowing me to type into the boxes, how can I fix this?

This is usually a simple fix –type in **numbers only**. If you type a decimal point, pound sign, or leave spaces, the budget table will not let you continue to add numerical information.

If this does not work, please contact the Grants team for support
grants@lcvs.org.uk

In the Income section of the application form, you will be asked to submit the total income of your organisation, year on year, for the preceding 3 years. If you do not have an income total to submit for any of the preceding years, (probably because you are a newer organisation), please enter 0 as the total amount.

I'm having problems attaching a supporting document to the application form, why is this?

Usually, this is because the document being attached is too big and tends to happen with larger documents such as annual reports. If your organisation is large and the accounts are within the annual report, **just attach the pages containing the accounts**. This will also make it easier for Grant officers to find the information they need in order to perform due diligence.

If this does not work, please contact the Grants team for support grants@lcvs.org.uk

How will I know that my application has been submitted and safely received?

You will receive a notification email to confirm receipt of your application.

When will I know if my application has been successful or not?

The Skelton Grants panel will meet on the 10th July – you will be contacted shortly after this date regarding the outcome of your application.