



Grant Writing:

Communicating a compelling case



BRISTOL SU
the best student life



An Introduction to Grants

Grants are non-repayable funds given by one party to another for a particular purpose.

What are they good for?

The development of your group

Increasing membership/
removing barriers to
participation

Increasing revenue for your
group/being more
sustainable

One-off events

Starting up new projects

Activities that benefit the
wider community/student
body

Grants are not usually an appropriate source of income for day to day running costs. Other sources of income such as membership fees, sponsorship and fundraising are better ways to cover these costs.

Grant making bodies

Grant making bodies include government departments, trusts, charities, businesses and individuals. Many funders have specific priorities for types of activity they want to fund. They can also differ significantly on their application process and the value of grants they distribute. So, some may be more appropriate to apply for than others.

Writing a Grant Application

Here are some top tips for how to write a successful grant application:

Choose a realistic project

Most grant making bodies will want feedback after they have awarded the grant. Therefore, make sure you only apply for a project you are confident you will be able to carry out, doing your research if necessary.

Be brief

Grant making bodies are likely to receive lots of applications, so you don't want to annoy the person reading your application. Say what you need to but leave out any unnecessary information.

Do your sums

Tell the funding body exactly how much you need and if you can't be exact, make accurate estimates. Show that you've thought about how much money you need, providing a detailed breakdown of costs/links to where you have found prices.

Grant making bodies want to make sure every penny they give away is being used effectively and for its intended purpose. Therefore, round numbers can raise suspicion!

Applying for £2,960 rather than £3,000 might make your application significantly more likely to succeed. This is because it implies that you're only applying for what you need and that you've thought carefully about the costs of your project.

Detail other funding sources

Grant making bodies want to be confident that you use your money wisely and that you have exhausted other funding options before going to them. Let them know about sponsorship you have secured and fundraising you have done. Also, mention if your group will be contributing to the project or if you have got funding from elsewhere. Providing they aren't a cause for concern, it's also a good idea to mention unsuccessful attempts at sourcing funding and any unexpected costs your group has experienced recently.

Match the criteria

Grant criteria can be like job descriptions so it's important to demonstrate how you match each point clearly. Check through the criteria before you spend time writing an application. If there are any essential criteria you don't match, your application is likely to be instantly rejected without even being read. If you are unsure whether you meet the criteria, contact the grant making body so they can clarify whether your project would be eligible.

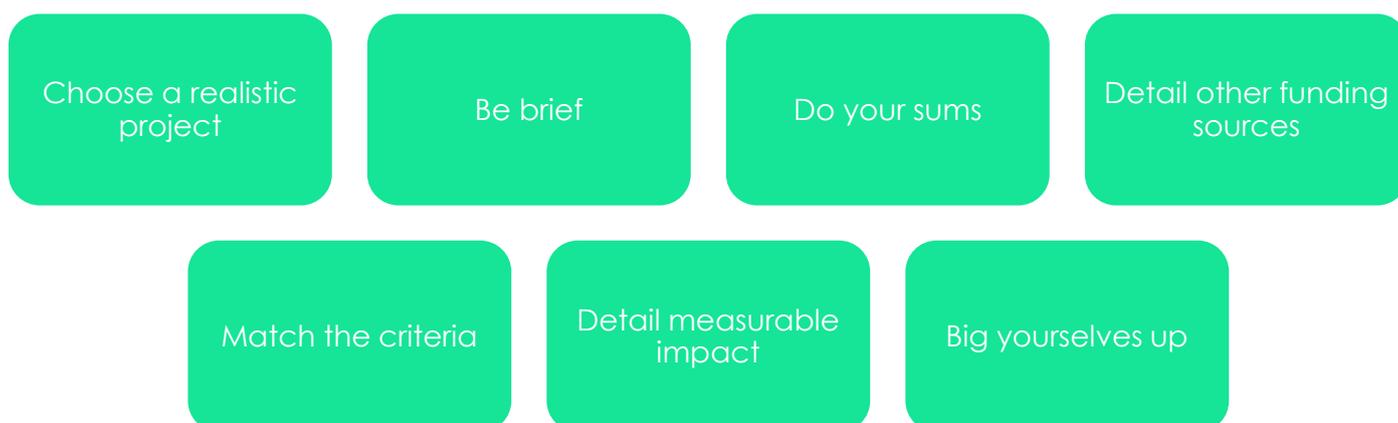
Detail measurable impact

Grant making bodies often have things they want to achieve through the distribution of their grants. Think about how you can measure the success of your project – will it increase your membership, engage members of the local community or help you generate more funds? Mention the impact you hope to make in your application – this makes it clear to the grant making body that their funding will make a difference!

Big yourselves up

Grant making bodies want confidence that your group will be able to deliver everything you mention in your application. Include recent successes, positive feedback from your members and any awards you have won in your grant application. This will show that you are a successful, well-run group that will make good use of their funding!

Summary of top tips



Finding grants to apply for

Bristol SU Group Grants

Bristol SU has a limited pot of money with which to support student activities. There are 4 funding rounds a year in October, December, February and April and groups can apply for up to £3,000 each year. Grants must be spent within 3 months, otherwise they are reclaimed.

Newly affiliated groups can apply for a start-up grant of up to £100.

Alumni Foundation Grants

The University's Alumni Foundation awards grants once a term. They are worth applying for if your project would improve the university's reputation or enhance the student experience. We strongly recommend that you get help from the Development Team to write your application. Applications that have been through the Development Team have a much higher success rate!

Other Grants

There are many different grants available, so it is always worth searching for any that would be relevant to your group! The Development Team are happy to help look over any applications before you submit them.

Some good places to look for grants:

- If your group has a national governing body or organisation, have a look on their website to see if they offer grants
- Some larger national organisations have grant schemes e.g. Sport England Small Grants, National Lottery Awards for All
- Consider searching online for grants related to your activities. Sometimes this can bring up particularly relevant results!
- There are several grant-searching websites you can use too such as fundingcentral.org.uk