

## GRANTED BY HANNAH



### BENEFICIARY SELECTION PROCESS

DATE: 12 March 2024

Granted by Hannah makes a positive difference by providing direct financial support to charities that in turn provide support to brain injury survivors and their families and who undertake research into brain injury recovery.

The charities we support go through a rigorous and thorough grant selection process that includes financial, leadership and programme review, where appropriate site visits and evaluation follow-up after the money is distributed to assure compliance with all grant requirements.

#### **Grant Funding Application Process**

To apply for a Grant applicants must contact Granted by Hannah, providing:

1. The value of the funds requested;
2. Confirm if this is a one off grant, or is required over a period of time (if so describe the period);
3. A description of the project / activity that the funds will be used for;
4. An estimation of the number of brain injury survivors and / or their families supported; and
5. A method of demonstrating and evaluating the benefits achieved by the grant

Further information may be requested as appropriate.

#### **Selection Process**

Applications for grants, or projects / charities nominated by the Trustees will be reviewed against the following policy:

1. Grants are to assist registered Charities that operate in the United Kingdom or United States of America;
2. Grants will only be made for well-defined, specific and measurable projects / programmes;
3. Grants are contingent on the success of the fundraising efforts of Granted by Hannah;
4. The charity selected for the grant will support, to extent possible, Granted by Hannah in the publicity for any fundraising event organised by Granted by Hannah;
5. Special consideration may be given for the following:
  - Projects / programmes which do not duplicate or overlap existing services
  - Projects / programmes which impact the largest number of brain injury survivors and their families
  - Projects / programmes which are collaborative efforts with other agencies

- Projects / programmes that will create a “legacy” – those that will continue to support brain injury survivors and their families for a long period of time

Grants will not be considered for the following:

1. Salaries, contributions or scholarships;
2. Transportation or transportation fees;
3. Undesignated donations to a capital campaign;
4. Debt service; or
5. Loans.

### **Application and Grant Review Committee**

All proposed grants and applications for grants will be reviewed by a minimum of three trustees.

### **Requirements**

The requirements for grant are as follows:

1. The charity must have been in operation for at least two years and have a leadership team with suitable and demonstrable experience;
2. A record of success in achieving their objectives;
3. All proposals must include well defined evaluation plan that includes key milestones (if appropriate) and success criteria;
4. Recipients should be prepared for a site visit or presentation in order to fully evaluate the proposal; and
5. Funds not used by the end of the second year following grant approval will be forfeited.

### **Reporting and Follow Up Requirements**

At the times of grant approval, Granted by Hannah and the applicant will identify a sponsoring trustee(s) who will agree an and oversee an evaluation plan that identifies:

1. Key milestones (as appropriate);
2. Success criteria; and
3. A follow up period to demonstrate long term performance.

This evaluation plan will be assessed on completion and any follow up period. The results of this assessment will be reported back to the trustees and allow for the development of more appropriate selection criteria.

