



## **Bid Guidance**

### **Applications for funding from the SafeDeposits Scotland Charitable Trust**

The SafeDeposits Scotland Charitable Trust will accept bids for funding in accordance with its bidding timetable (see below). It is anticipated that the Trust will operate up to three bidding rounds in each financial year. In order to make a bid, it is important the applications are submitted to the Trust by the published deadline date displayed on the website.

### **Criteria for funding**

All bids must meet the requirements of the Trust and in particular must further the objectives of the SafeDeposits Scotland Charitable Trust.

Applications must set out specifically how these two requirements are met.

### **Charitable Purposes**

1. To advance education, particularly in relation to (a) best practice in the management of private rented housing and (b) legal rights and obligations which are of particular relevance to those who are involved in the provision or management of private rented housing or who hold tenancies within the private rented sector.

Or/and

2. To advance conflict resolution through promoting the use of alternative dispute resolution processes for the more efficient resolution of disputes between landlords and tenants within the private rented housing sector.

### **Restrictions on grants**

The Trustees have agreed a number of restrictions as to what bids can be funded by grants. Specifically the SafeDeposits Scotland Charitable Trust will not meet:

- Non project-specific salaries;
- Day to day overheads/running costs (although bids can include a contribution to general overheads where these can legitimately be allocated to the bid);
- Any activities by a profit making concern that could be construed as paying their normal business expenses or obligations. For example a letting agent applying for training of staff, marketing events and purchase of training materials for staff would be unsuccessful;

- Continuation funding (although bids for a repeat of the project may be considered afresh during a subsequent bid round).

### **Requirements**

If an organisation or an individual receives grant funding from the SafeDeposits Scotland Charitable Trust, it will be expected that they will report periodically to the SafeDeposits Scotland Charitable Trust on how the grant has been used. The specific reporting requirements will be set out in the grant approval letter and will need to be agreed by the recipient before the grant is paid.

Any organisation receiving funding from the SafeDeposits Scotland Charitable Trust will agree that the Trust can publicise that funding through its website or other media.