

## HSI Grant Application Guidelines

*together for  
dogs + cats*

Registered Office:  
ADCH, PO Box 76271,  
London, SW8 9FA  
[www.adch.org.uk](http://www.adch.org.uk)  
[enquiries@adch.org.uk](mailto:enquiries@adch.org.uk)

Grants are available to help ADCH Members cover activities where an increase in demand for services is causing short-term financial difficulties and require funding to meet and retain ADCH's Minimum Welfare and Operational Standards

Applicants will need to meet the following criteria:

- Applicants need to have been ADCH Full or Provisional members on 29 February 2024 in any jurisdiction
- ADCH Membership must be paid in full for 2024.
- Have an annual income of less than £100k
- Be able to demonstrate an increase in demand for services causing short-term financial difficulties.

Grants will not be available to:

- ADCH Affiliate Members
- Grants to cover staff pay rises
- Full Members with income of more than £100k
- Grants used to facilitate international rehoming

If we receive many more applications than we have funds to support, priority will in the first instance go to:

- Rescues who are able to demonstrate that funding will help to meet or maintain ADCH Minimum Welfare and Operational Standards
- Rescues with less than 3 months in reserves
- Rescues with more than 3 months of reserves but excluding charities where they can demonstrate reserves are in an investment portfolio and liquidating them would have significant costs associated or result in significant loss of value)

Please note – we will only be able to offer one grant to a registered Charity as logged with the charity regulator in your jurisdiction (e.g. Charity Commission). Therefore, if you are a branch of a large National Organisation, with whom you share the registered Charity Number, please check with your Head Office first and ask for their commendation, before submitting your application.

### **Completing your Application**

- Please ensure your CEO/Chair is aware of the application and is happy for you to submit the application.
- Please make sure you provide full contact details for the person who will be responsible for this application. We may need to contact them for further information
- Please make sure you attach the three financial documents to your application. Without these we will not be able to process and consider your application. Those three documents are -
  - SOFA – Statement of Financial Activity
  - Balance sheet
  - Your latest bank statement

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- Please make sure you answer each question fully but as succinctly as possible.
- Please do not attach any other documents.
- On receipt of a complete application, you will receive an email notification – giving you a reference number which you must use in all correspondence.
- Successful applicants will be paid via BACs directly to the nominated bank account.
- Successful applicants will be required to submit a very short impact report – within three months of receiving the funding – showing the impact the grant has had on your rescue. Please can you include a case study of how animals have been helped and some photos. This will be requested in October 2024.
- Please remember to retain a copy of your application and your grant application number.
- Ensure those who are directly involved in carrying out the funded activity know exactly what they are being funded to do.

**If you need any assistance, please email [grants@adch.org.uk](mailto:grants@adch.org.uk)**