

BOOTS CHARITABLE TRUST GRANTS

GUIDANCE FOR NATIONAL APPLICANTS

Please use this guidance to help you complete the application form to the Boots Charitable Trust Grants Programme for a national application, that is an application from an organisation supporting communities **outside of Nottinghamshire**. This guidance will provide further detail on the type of information we require for your submission.

If your proposed activities will take place in Nottinghamshire, please see the [Guidance for Nottinghamshire](#).

• How do I apply?

The application form is available via CAF's online grant portal.

- You can start a **new application form** using this link:
[Boots Charitable Trust application form](#)
- 1. Create an account on the CAF grantmaking portal (or log in if you have used this before).
- 2. Complete a short series of questions to ensure your organisation is eligible to apply.
- 3. If eligible, you are directed to the main application form.
- 4. Complete the form and upload any supporting documents required.
- 5. Submit your application before the deadline. See key dates section below for information deadlines.

The application form can be saved and returned to; you do not need to complete it in one go.

- To return to the **grant portal** to continue with an application, use this link:
<https://bbgm-apply.yourcausegrants.com/apply/applications>

You can read more information about the Blackbaud applicant and grant holder portal on CAF's website [here](#).

1. About The Boots Charitable Trust

The Boots Charitable Trust (The Trust) is an independent registered charity, fully funded by Boots UK Limited. Our purpose is clear: to support people, customers, and communities wherever we can make the greatest positive impact.

In 2025, we reviewed our funding strategy to ensure our support is focused where it can make a meaningful and lasting difference. As a result, we're expanding beyond our home county of Nottinghamshire to also back impactful projects across the UK.

In 2026 we will continue to fund grants across the UK, and we intend to open for applications supporting communities outside Nottinghamshire in November 2026.

The Boots Charitable Trust works in conjunction with CAF (Charities Aid Foundation) who oversee the application process.

2. Our Grants

Throughout the year, the Trust will allocate funds on a 50/50 split between Nottinghamshire and national applications.

We are concentrating our grants in the following funding priorities for national applications:

1. **Health** – To support people and families living with cancer in deprived communities by improving access to practical, emotional, and ongoing healthcare support. The Trust will prioritise organisations delivering community-based cancer support, rehabilitation, and prevention services that reduce health inequalities.

How? We will support charities with proven community reach and culturally relevant interventions, focusing on:

- *Practical & Emotional Support: home visits, peer groups, respite services, carer support, bereavement counselling.*
- *Community Healthcare: after-care, rehabilitation, home-based medical support, volunteer clinical services.*
- *Education & Prevention: screening awareness programmes, culturally tailored health education, early-signs training.*

2. **Lifelong Learning** – To enable young people aged 16–30 from disadvantaged backgrounds to gain the skills, confidence, and experience needed to secure employment and progress into stable, meaningful careers. Grants will prioritise structured skill-building, vocational learning, and transition-to-employment programmes.

How? We will support charities offering tailored interventions that build employability and life confidence:

- *Core Skills: literacy, numeracy, digital competency, financial literacy.*
- *Workplace Readiness: CV building, interview support, work experience placements, confidence coaching.*
- *Vocational Progression: accredited training (healthcare, STEM, environmental services, trades, digital, retail).*
- *Specialist Pathways: programmes that include green skills (gardening, conservation, environmental services), where this contributes meaningfully to employability.*

3. **Social Care** – To support children and young people, up to age 18, who have experienced rape or sexual abuse, by funding trauma-informed services that provide access to safety, therapeutic recovery, safeguarding education, and specialist advocacy.

How? We will prioritise charities providing specialised, trauma-informed services, including:

- Access to Safety: crisis response; emergency accommodation; safe spaces, SARCS support; independent advocates.
- Recovery: long-term counselling; group therapy; play therapy; crisis intervention teams; family support.
- Safeguarding Education: Programmes for teachers, school staff, youth workers to recognise early signs; Community training for front-line workers (healthcare, police, care practitioners); Prevention programmes for children and young people.

Please note, if your proposed activities will support communities within Nottinghamshire, please see the separate 'Guidance for Nottinghamshire Applicants', which has different funding priorities.

3. About CAF

The Charities Aid Foundation (CAF) exists to accelerate progress in society towards a fair and sustainable future for all. We believe that the agency of lasting change lies across sectors and borders, in the hearts, minds and hands of those driven to make a difference.

CAF's independence, expertise and reach enable hundreds of millions of pounds to move across sectors and borders each year and arrive safely with thousands of charities to make a greater impact. CAF's end-to-end grantmaking service ensures the delivery of effective and efficient programmes that make a measurable difference to the communities they serve.

The Trust has engaged CAF to support on the design and delivery of grants for the Boots Charitable Trust. Grant applications will be hosted by CAF through their online platform.

4. Applying

Applicants seeking to support communities outside Nottinghamshire are invited to apply for a grant from the Boots Charitable Trust.

You may apply for a one-year grant of up to £10,000. Organisations are encouraged to apply for a grant size that is appropriate to the size of their organisation. It is recommended that you apply for a grant that represents no more than 20% of your last year's income.

Applicants will need to propose how they will use the funding for projects or activities that fit within one or more of the Trust's funding priorities listed above.

The Trust is particularly interested in proposals that demonstrate how organisations will use their expertise to deliver activities that are aligned to these funding priorities.

5. The application process

All applications need to be made via the online portal. Use the link on the Boots Charitable Trust website to create or log in to your account on the online portal.

The application form asks for organisational and financial information, along with details of the project and what the grant will be spent on. You may also be required to submit your organisation's most recent signed published, annual accounts or, if your organisation does not have published accounts, a statement of income and expenditure, if you are not a registered charity.

Before submitting your application, you will be asked to agree to the privacy statement, giving consent for data to be shared with the programme partners, for the purposes of the grant programme.

Further information on the privacy policies for the Boots Charitable Trust, CAF and our online provider Blackbaud, is provided in the links below:

- [Boots Charitable Trust](#)
- [CAF privacy policy](#)
- [Blackbaud privacy policy](#)

If you have any queries, please contact the grantmaking team at BootsCharitableTrust@cafonline.org

6. Eligibility

When completing your application, you will be asked a number of questions to ensure that you are eligible to apply for this funding. Please be honest and accurate in your answers, we want to ensure you are a good fit for this programme and align with its eligibility requirements and not take up time applying for a grant that you are not eligible for.

Funding will not be considered for:

- Individuals
- Organisations that are not registered charities and have an income of more than £5,000
- Charities seeking funds to redistribute to other charities
- Projects for which there is a legal statutory obligation
- Capital projects, large building or construction
- Projects with ongoing maintenance costs that would be dependent on Boots Charitable Trust funding for delivery to continue.

7. Application assessment

Please ensure that your grant request aligns with the Trust's funding priorities.

All applications undergo a thorough review by CAF against the assessment criteria, which aligns with the priorities of the Trust. Recommendations are reviewed by the Trustees of the Boots Charitable Trust and all grant awards will be approved by the Trust.

CAF policy: Please note that the fluency of your English is not assessed as part of any of our grant programmes. We assess all applications on the detail of their request and the documentation provided, not on how fluently they are written. In the application form we

ask applicants whether they are applying in their first language to ensure our assessors do not apply unconscious bias when reading applications.

8. Application decisions

If your application is successful, your organisation will be awarded a grant in principle by Boots Charitable Trust. Decisions will be communicated according to the timetable below.

Payments will be made on behalf of the Trust by Boots UK Limited, who will be in touch to arrange for payment of the grant award. Prior to payment, successful applicants may be required to provide further details for the completion of Due Diligence checks by Boots. Payments are normally expected to be made within two months of the notification of award, subject to successful completion of the due diligence checks. Delays in providing information required for the checks may delay your grant payment.

If your application is unsuccessful, your organisation will be notified by email from CAF. Given the volume of interest in this programme, we are unfortunately unable to provide individual feedback, however we will endeavour to provide generic feedback where possible.

9. Key dates

The Boots Charitable Trust intends to run quarterly rounds, according to the schedule below. Please note that in Q1 we are only accepting applications for projects supporting communities in Nottinghamshire. We intend to open for national applicants in Q2.

	Q1 2026-27 Round 1	Q2 2026-27 Round 2	Q3 2026-27 Round 3	Q4 2026-27 Round 4
Application window opens	3 August 2026	2 November 2026	1 February 2027	4 May 2027
Deadline for applications	5pm 1 September 2026	5pm 30 November 2026	5pm 1 March 2027	5pm 1 June 2027
Decisions communicated by	End of Oct 2026	End of Jan 2027	End of Apr 2027	End of July 2027

Please note, projects must commence within six months of receipt of funding. This should be considered when selecting which round to submit an application.

Frequently asked questions

Q: Our organisation is based outside Nottinghamshire. Do our activities have to be UK-wide?

If your proposed activities are taking place outside of Nottinghamshire, the priorities and guidance above apply. You do not need to carry out activities nationwide. These can be based in one or more locations within the UK, but they do not need to cover the breadth of the country.

Q: If I am unsuccessful, will I be able to apply in a future round?

Yes, in principle you can apply in a future grant cycle, subject to future programme and eligibility requirements. Please note, future grant cycles may focus on different priorities and requirements may differ to the current cycle.

Q: Is there flexibility in the deadline?

No, please make sure you complete and submit your application by the deadline for the round in which you are applying, according to the timetable above.

Q: Can organisations submit a formal application in partnership with another named organisation?

Yes, however, there would need to be one lead applicant to complete and submit the application form. This would normally be the organisation registered with the UK Charity Commission and that would manage the budget of the grant award.

Q: Can I apply for costs that have already been incurred?

No, expenditure must only be incurred after the grant is awarded.

Q: Can I apply as an individual or do I need an organisation?

You need to apply on behalf of your organisation. We do not provide funding to individuals.

Q: If I am unable to send the supporting information, will it negatively affect my application?

Failing to provide supporting documents would mean that The Trust and CAF will not be able to perform relevant due diligence checks. Therefore, applications without supporting documents will not be considered for a grant.

Q: Will I have to do anything further after I have submitted my application?

A: You may be contacted by Trustees from Boots Charitable Trust for a telephone interview and/or in-person visit, availability permitting, as part of the selection process. This will last

no longer than 60 minutes and is intended to provide an opportunity to clarify any questions they or you may have regarding your application form and proposed activities.

Q: Can I see all of the questions on the application form before completing it?

Yes, the online grantmaking portal allows you to log in and see the whole application form. You do not need to complete one page before moving on to later questions. It will autosave as you complete the form, and you can return to it later. If you wish to download all the questions to share with colleagues, navigate to 'Review my application' and then click on 'Printer friendly version' to save or print.

Q: What reporting is expected for successful applicants?

Grant holders will be required to submit a short impact report within 30 days of completion of their funded activities. The online report form will be shared by CAF.

Q: Our organisation has previously received funding from Boots Charitable Trust. Can we still apply?

Yes, however any previous funding should not already be supporting the specific activities for which you are applying now. In all cases you must have submitted your impact report from any previous funding before applying for new funding.

Q: How is my data used?

When you apply for this grant programme, you will be directed to CAF's carefully selected service provider (Blackbaud) to register an account and enter the details of your grant application. Blackbaud's privacy policy can be viewed [here](#). CAF will act as data processor where it is processing Personal Data in relation to the delivery of the programme, and Boots Charitable Trust will act as data controller. Please refer to the CAF privacy policy and the Boots Charitable Trust privacy policy for more information on how your data will be used.

Before submitting your application, you will be asked to agree to the privacy statement, giving consent for data to be shared with our partners for the purposes of the grant programme.

And finally

If you have any difficulties with the online portal or if you require any further information or have any queries when you are completing your application, please do email the CAF team at BootsCharitableTrust@cafonline.org.

We look forward to receiving your application!