

Boots Charitable Trust Grants

Guidance for Nottinghamshire Applicants

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

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

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 Boots Charitable Trust webpage for information on key dates.

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 [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 Nottinghamshire applications:

1. Health

- Projects which aim to address health equity and close the gap faced by different communities.
- Community Healthcare - community health care services, home care, after care, sufferers of medical conditions and disabled people, continuing care.
- Health Education and Prevention – promoting knowledge and awareness of specific diseases or medical conditions, engagement for vulnerable people, mitigating against isolation and loneliness.

2. Lifelong Learning

- Helping people of any age to achieve their educational potential through supplementary schools, literacy and numeracy projects, community education, vocational/restart education for the unemployed, or alternative education for excluded school pupils.

3. Social Care

- Personal Social Services – organisations assisting individuals or families to overcome social deprivation.
- Social Preventive Schemes – activities preventing crime, dropping out and general delinquency.
- Community Social Activities – activities to promote social engagement for vulnerable people.

4. Community Development

- Helping groups to organise and respond to problems and needs in their communities or networks.
- Helping communities to improve their environmental sustainability.

Please note, if your application relates to a project outside of Nottinghamshire please use the 'Guidance for National 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 in 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 that fit within one or more of the Trust's funding priorities.

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 by creating an 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. It is envisaged that applications will open for national applicants in Q2.

	Q1 2026-27	Q2 2026-27	Q3 2026-27	Q4 2026-27
	Round 1	Round 2	Round 3	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

Frequently asked questions

Q: Our activities will be based in Nottinghamshire. Should we apply under the Nottinghamshire priorities, or the National priorities?

Please apply using whichever priorities feel most relevant, however note that in round one, only applications applying under the Nottinghamshire priorities will be considered.

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.

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!