



**Edinburgh  
Children's  
Hospital Charity**

## Edinburgh Children's Hospital Charity (EHC)

### Grants Programme – Application Guidance

Please read through this guidance before completing your application. If you have questions about eligibility, the application process, or the form, please contact EHC's Grants Team at [grant.giving@echcharity.org](mailto:grant.giving@echcharity.org) or **0131 668 4949**.

If you have an idea but not a fully planned proposal, please get in touch as we would love to chat. We are keen to provide support to develop initial ideas into solutions.

### About Edinburgh Children's Hospital Charity (EHC)

Every day at the Royal Hospital for Children and Young People, over 500 children and families undergo potentially life-changing experiences.

Our new Commitment to children and families ensures they do not face hospital alone. We will improve the lives of children and families, focusing on loneliness, mental health, financial pressures, and overall wellbeing of the whole family.

Alongside our hospital-based Children's Wellbeing Service, EHC's Grants Programme funds projects which fall into these themes, beyond NHS statutory provision.

[You can read more about our Commitment here.](#)

### EHC Grants Programme

EHC receives no statutory funding. It is our fundraising income, alone, that determines the number of grants and value of funding available for our Grants Programme each year.

Some grants are awarded on the condition that external funding is secured by EHC for that grant. This can take time, and if funds are not immediately available, successful applicants will be notified of proposed timescales. Applications are welcome under three streams:

Funding Stream	Deadlines	Decision
Small Grants (up to £5,000)	Rolling – always open	Within 4 weeks
Strategic Grants (larger grants £5,000 +)	30 June / 31 October	Mid-August / Mid- December
Capital / Medical Grants (£5000 +)	30 June / 31 October	Mid-August / Mid- December

Successful applications must align with at least one of EHC's aims:

- Ensure timely, effective support for children and families most in need.
- Eliminate loneliness for children and families in hospital.

- Provide appropriate support for families experiencing mental health challenges.
- Remove financial barriers and hidden costs of hospital care.
- Improve children's health through additional equipment, care, or services.

**In 2026, we are particularly interested in receiving grant applications that will remove the financial barriers and hidden costs of hospital visits that families face.**

#### **We fund:**

- Projects benefiting more than one child or family.
- Activity delivered within NHS Lothian services.
- Work aligned to our five aims and beyond statutory provision.
- Pilot projects and fixed term staffing where evidence may support future NHS funding.
- Grant applications of any value. Grants are awarded depending on ECHC fundraising activity and income. It is unusual to receive applications over requesting over £50,000 however if this is the amount you need for your project, please contact us to discuss as we are keen to hear ideas and need.
- Some projects outside of our criteria if we hold restricted funding for specific purposes. If you are aware of relevant restricted funds held by ECHC, please mention this.

#### **We no longer fund**

- Permanent staffing or core NHS delivery
- Capital works or infrastructure improvements and enhancements
- General administration or back-office costs
- Projects without direct benefit to children or families
- Applications outside NHS Lothian
- Work that does not meet our five aims
- ECHC enhances NHS provision but does not replace statutory funding. If the project is essential to service delivery, consult your management team.

#### **Examples of past grants include:**

- LITT surgical equipment for epilepsy treatment
- Play Team play and reward resources
- Support materials for bereaved families
- Emergency financial support for families
- Creative activities for use in clinics
- Virtual Reality headsets
- AI integrated Ultrasound

#### **Evaluation and Reporting Requirements**

If awarded funding, you must evaluate the project and complete an end of- project or year- end- report. A template report will be provided. Where necessary, and especially when external funding is secured by EHC to cover the costs of the grant, additional reporting may be required. This may involve follow up questions and meetings. Applicants with outstanding evaluation reports will not be considered for new funding.

### **Support for Training**

While EHC do hold some restricted funds for training purposes, it is our policy not to fund general training requests. Please speak to your Manager regarding training needs and alternative funding support for training (for example NHS Lothian Charity).

### **Capital/Medical Grants**

Please discuss your grant application with the Clinical Service Manager before submitting an application for new medical equipment. We expect NHS Lothian to cover maintenance costs for new medical equipment. In your application, please indicate what these costs are and that you will secure NHS approval for them if your EHC application is successful. Please attach a quote to your application. Please also note training and other costs associated with the new equipment and if you are requesting EHC to cover these costs.

EHC's preference is to order from suppliers rather than go through NHS procurement for the purchase of equipment. We will discuss this with you when making the grant offer.

### **Required Approvals**

Applications must be authorised by **two supervisors who will receive the application for review**:

- Your Head of Department
- Your Associate Medical Director/Associate Nurse Director/Service Director/General Manager

Securing authorisation often delays grants. Please let your authorisers know that you are making an application, what it is for and that we will seek authorisation before considering the application.

Please remember to discuss your grant application with the Clinical Service Manager before submitting an application for new medical equipment.

### **Application Checklist**

1. Read these Guidance Notes.
2. Read our Terms and Conditions.
3. Register for an account on the EHC website.
4. Use the link emailed to you to access your account for future logins.

5. Provide clear, concise answers with evidence of need, delivery planning, and evaluation measures aligned to ECHC aims.
6. Include financial details and reason for charity rather than NHS funding.
7. Include authorisation details.
8. Incomplete applications cannot be submitted.
9. Use 'Save & Finish Later' to return at any time.

If you need support, contact the Grants Team at [grant.giving@echcharity.org](mailto:grant.giving@echcharity.org) or **0131 668 4949**.

### **After You Apply**

You will receive a confirmation email. Your application will be reviewed for completeness; additional information may be requested.

- Grants up to £5,000 are approved by the COO.
- Strategic and Capital/Medical grants are reviewed by the Grants Committee twice yearly.
- Applications above £50,000 are considered by the full ECHC Board of Trustees - please contact us to discuss before applying.

You will be notified of the decision by email. Successful applicants will receive instructions on how to claim the award, a template evaluation and a reminder of the Terms and Conditions. Despite applications fitting our funding criteria, because the Grants Programme is reliant on our income generation activities, we cannot support every application.

Scottish Charity Number - SC020862