

# The Henry Smith Charity

founded in 1628

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## Holiday Grants Programme

Funding Guidelines 2025

# Introduction

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The Henry Smith Charity aims to use its resources to help people and communities in a time of need and to bring about positive change. We achieve this by funding organisations that work with people to reduce social and economic disadvantage.

The Henry Smith Charity is a large independent trust in the UK that gives out over £40 million each year. The "**What we fund**" section of our website provides guidelines on our grant programmes and how to apply.

These funding guidelines are specifically for our **Holiday Grant Programme**. They explain the types of organisations and services we aim to fund and are meant to help you determine if you are eligible for a grant.

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# Overview: Grant programme summary

We want to help children who experience inequity and/or have disabilities to go on fun trips. We fund schools, youth groups, and non-profit organisations planning one-time trips for children aged 13 and under. We prioritise fun and new experiences, such as camping, adventure activities, or visits to the seaside.

In 2024, 60% of the grants were given to organisations working in areas in the top 20% of deprivation within the four nations of the UK (England, Northern Ireland, Scotland and Wales).

For groups of children with disabilities, we look at the group's access needs and the levels of deprivation in your area.

Grant programme overview at a glance	
Grant amount	£500 - £2,750 per trip.
Length of activity	Day trips or residential trips up to 7 days.
Funding covers	One-off recreational trips (e.g. camping, adventure activities, seaside visits). No high-cost places, such as theme parks, musicals, sporting events, or trips with educational or religious aims.
Community	<p>The trip should be for children aged 13 and under.</p> <p>The trips are for children experiencing financial hardship, systemic inequity, or living in areas of high deprivation. We also consider applications for children with disabilities.</p>
Location of work	Within the four nations of the UK (England, Northern Ireland, Scotland and Wales).
Eligible organisations	Schools, youth groups, and not-for-profit organisations.
Deadlines	At least 5 weeks before the trip date, see <u>what you need to know</u> for the submission dates.
Decision timescale	Up to 5 weeks.

# Funding guidelines: What you need to know about the grant programme

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## Who can go on the trip?

We only provide funding for trips with children aged 13 and under. We do not support trips for individuals or families, whether this is a single family or several families.

## What is the aim of the trip?

The trips must be for fun, and they must not have any educational or religious aims.

We only provide grants for one-off trips. This means the trip must be a unique event and not part of your organisation's ongoing or regular activities. In other words, we do not fund trips that are part of your normal work.

## When and where can you go on the trip?

Trips can happen from the 13 of January to the 31 of December. We fund day trips and residential trips up to 7 days in length.

The trip must be in the United Kingdom (England, Northern Ireland, Wales, Scotland). We are less likely to fund trips that spend too much time travelling because the main focus should be on the children's experience.

To be able to fund more applications, we want to fund low-cost trips. Because of this, we do not support trips to high-cost places such as theme parks, musicals, or sporting events. The average cost per child per day in 2024 was £64, but we cover higher costs for groups with children with disabilities to meet their access needs.

We only fund one trip per application and do not accept applications for multiple trips.

## When do you need to apply

We open for applications three times a year and accept applications based on when the trip is happening:

Date of the trip	Dates you can apply
13 January – 30 April 2025	2 December 2024 –19 March 2025
1 May – 31 August 2025	20 March 2025 – 21 July 2025
1 September – 31 December 2025	22 July – 19 November 2025

**We recommend you apply early because we often close the application periods when all the funds for the period have been spent.**

We must receive your application five weeks before the trip's date. This ensures we have enough time to assess your application and decide.

Decisions for applications submitted in December 2024 will not be received before January 2025.

## What we will not fund

The Holiday Grant Programme will not fund trips if they have any of the following features:

### Types of organisations

- Organisations that cannot provide a copy of their most recent audited or independently inspected annual accounts. If you are a school, this means your latest school inspection report.
- Organisations whose main activity is providing holidays or trips for children. We do not support the running costs of play or holiday schemes.
- Organisations (except schools) with an income or expenditure of over £2 million.
- Organisations that are for-profit or do not have charitable aims.

### Types of trips

- Trips outside the four nations of the UK (England, Northern Ireland, Wales, Scotland).
- Trips to high-cost places like theme parks, musicals, or sporting events.
- Trips that have already taken place.
- Trips that will happen in less than five weeks.
- Trips for children over the age of 13.
- Trips that are educational or meet curriculum aims.
- Trips where the main goal is to promote a particular religion or convert children to a faith.
- Trips that include families and not only children.
- Trips where some children might be excluded due to cost.
- Trips over multiple days to multiple venues.
- Trips that spend too much time travelling, the focus should be on the children's fun experience.

### If you have applied to The Henry Smith Charity

- Organisations already funded or rejected by the Holiday Grants Programme in the same calendar year.
- Organisations that already have an active grant or a pending application with a different grant programme in The Henry Smith Charity.

You can only apply for one Holiday Grant Programme application a year. If your application is rejected, you will have to wait until the following year to apply.

## How to use AI responsibly in your Holiday Grant Programme application.

Artificial Intelligence (AI) is becoming more common in our work and lives. AI tools, like ChatGPT, can be powerful aids, offering new ways of working that save time, improve accessibility, and support creativity.

We understand that some people may want to use AI when writing their application for the Holiday Grant Programme. While we welcome this, we have noticed that some AI-generated applications tend to be more generic, lacking details or missing what makes your organisation and work unique. We want your insights to be at the heart of your application. **AI should support – not replace – your voice.**

If you use AI to help with your application, here are some tips which we hope will be helpful:

### – **Let AI help with structure, not your content**

We want to get a good feel for your organisation's work and the children you support. AI tools can be useful, but they sometimes make it hard for us to see what makes your organisation special. We find applications that are written in your own words give a much better insight into your work. If you are using AI, please use it to help you build the structure of your application rather than the content.

For example, you could use the AI tool to give you a template or a rough guide on what to write. This can help you organise your thoughts and ensure you cover key areas. However, since you know your organisation and the local community you work with better than the AI tools, writing about them in your own words will give us more detail.

### – **Make sure the information is accurate**

Do not trust that the information given to you by an AI tool is correct. Sometimes, AI gives us information that may “sound” correct, even when it isn't. If you use AI for research, try tools that show sources of information. This will help you ensure you are using information from trusted places (see our FAQ page for recommendations).

However you choose to do it, we ask that you always double-check facts to make sure they are right.

### – **Protect your privacy**

Do not share any sensitive information with AI tools, like names or personal information. This is because the companies that own the AI tools may not be keeping it safe. When you put text into an AI tool, have a quick read-through to make sure there is nothing in there that you want to keep private, and if there is, remove it.

### – **Helping us to learn**

As AI is always changing, we want to learn how it can work for you. We are interested in how AI is used and will update our guidance as AI tools evolve. In the Holiday Grant Programme application form, we ask for your feedback. Please tell us if this information is helpful and share how you used AI tools for your application. Your input will help us improve and support applicants in the future.

# Application Process and How to apply

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Applications for the Holiday Grants programme can be submitted via our online application process.

To submit your application, please follow the steps below:

1

## Read the guidelines and take the eligibility quiz

The quiz is designed to help you determine if you meet the requirements for the grant programme. Please answer all the questions and submit your responses. If the quiz indicates that you are not eligible, you cannot apply. You can access the application form for the Holiday Grants programme if you are eligible.

2

## Create an account

When opening the link through the eligibility quiz, you will be asked to set up a new account or sign in to your existing account.

3

## Complete and submit the application form

Answer all the questions in the application form. To help you prepare, you can view a sample application form on our website. This PDF is for guidance only; you must submit your application through the application portal. You will be asked to upload a risk assessment, a budget and accounts/school inspection report in the application.

Applications do not need to be completed all in one go. If you started your application before 15 January 2025, you can save a partially completed application to return to later by selecting 'Save and Finish Later'. If you started your application on or after 15 January 2025, the application is saved as you edit, and you can return to it later. When you are happy with the application, click "Sign and submit". We will confirm the submission in an email. An email containing a tracking number and copy of your answers to date will be emailed to you automatically.

To return to your application you can either use the personalised link in your welcome email.

4

## Assessment

We aim to make decisions quickly, usually within 5 weeks of getting your application. Sometimes, we may ask you for more information while we review your application.

5

## Decision

**If you are unsuccessful:** We will email you to let you know we cannot support your trip and explain why your application was not successful this time.

**If you are successful:** We will send you an email to inform you that you've been awarded a grant. The email will contain an offer letter explaining the next steps, such as providing your organisation's bank details and the grant's terms and conditions.

6

## The trip takes place

You take the children on the trip.

After your trip, you will be asked to send us a final report and any photos to confirm that the trip went as

planned.

You can complete and submit the report online using the same account you used for your application. We will email you instructions on how to access and submit the report.

## Frequent questions

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The frequently asked questions are updated regularly on our [website](#). If you cannot find the answer please [contact us](#).