

Institute of Leadership

Grant Fund Application Guide

2025

Application Guide:



IoL Grant Fund Applications 2025

Thank you for your interest in the **Institute of Leadership Grant Fund**.

The Institute of Leadership is proud of the work that our Members and Fellows do to promote leadership skills and develop future leaders. To support that activity, the Institute now administers a funding scheme to provide leadership project grants. The Leadership Grant is designed to fund projects that support The Institute's mission of 'inspiring great leadership everywhere'.

Charities and not-for-profit organisations are invited to apply for grants of **up to £5,000** to enable projects and events that will promote and enhance the development of leadership skills. The grant is intended to help innovative and creative projects that share leadership skills in new ways and with new groups of people. Applications will need to demonstrate that the project will have a direct positive impact on a not-for-profit organisation, or on a group of stakeholders.

For example, you may wish to run a conference for young leaders in a youth organisation, you might want to invite an inspiring speaker to an event run by a charity, or you may want to work on a collaborative research project to develop a new training resource. There will be many more possible activities that could be eligible for support.

The online application form will ask applicants to outline the nature of the project and explain who will benefit from it. A schedule of activities, events and outputs will be required. Funding can only be sought for direct project costs, which may include a contribution towards staff time required specifically to facilitate the project.

Award holders will be expected to report on the progress of the project after six months and then after a year, and then again at completion of the project, which should be within 18 months of the award.

This guide details submission instructions, evaluation criteria, and key dates for application to the Fund, opening in March 2025. We wish you every success with your application...!

John Williams, CEO
Institute of Leadership

Overview

The IoL Grant Fund invites proposals for projects aligned with the objectives of our charitable mission of ‘**Inspiring great leadership everywhere**’. This application guide is to assist applicants in preparing competitive proposals.

A. Submission Instructions

1. Eligibility Criteria (see also Appendix 1)

- Applicants must be charities or nonprofit organisations.
- Projects must align with the Fund's core priority of supporting innovative and creative projects that share leadership skills, and must be submitted by the deadline.
- Organisations must demonstrate the capacity to complete the project within the required 18-month timescale, even where benefits are sustained beyond that period.

2. Application Format

Applications must be submitted via the online portal. Required documents include:

- **Cover Letter:** Introduce your organisation and summarise your request.
- **Project Proposal:** Include the following sections:
 1. Executive Summary (1 page)
 2. Project Objectives and Alignment with the Grant Fund’s Mission
 3. Detailed Budget and Justification
 4. Implementation Plan and Timeline
 5. Evaluation Metrics
- **Organisational Documents:** Proof of nonprofit status, annual reports, etc.
- **Letters of Support** (optional yet recommended).

3. Submission Process

- Complete the online application form.
- Attach all required documents in PDF format.
- Submit by 9th May 2025.

4. Assistance and Questions

For inquiries, please email membership@leadership.global.

B. Evaluation Criteria



Proposals will be reviewed and scored based on the following weighted criteria:

Criteria	(%)	Description
Alignment with Mission	25%	How well the project meets Grant Fund priorities and values.
Impact Feasibility	30%	Potential impact of the project and the applicant's ability to achieve the stated objectives.
Impact Longevity	15%	Evidence of a plan to sustain the project's impact beyond the funding period.
Budget & Resource Use	20%	Reasonableness and transparency of the budget and justification for requested funding.
Innovation & Creativity	10%	Novel approaches or innovative solutions to identified needs.

C. Key Dates

Event	Date
Application Opens	March 27, 2025
Application Deadline	May 9, 2025
Review Period closes	June 19, 2025
Notification of Results	June 20, 2025
Award Disbursement	July 1, 2025

D. Next Steps for Applicants

1. Review this guide carefully.
2. Mark key dates on your calendar.
3. Gather the necessary documentation and begin drafting your proposal.
4. Submit your application before the deadline.

We look forward to reviewing your innovative proposals and partnering with you on the Institute's charitable objective of '**Inspiring great leadership everywhere**'!

John Williams, CEO
Institute of Leadership

Appendix 1: Eligibility

Potential applicants may be restricted from bidding to the Grant Fund to ensure fairness, compliance, and alignment with the Institute's mission. Common restrictions include, and are not limited to:

1. Conflict of Interest

- **Employees or Trustees:** Employees, Trustees, or their immediate family members may be barred from bidding to avoid favouritism or perceived bias.
- **Affiliated organisations:** Entities with direct ties to Trustees or other decision-makers within the Institute may also be excluded.

2. Non-alignment with the mission

- **Unrelated purposes:** Applicants whose goals or projects do not align with the Grant Fund's mission or objectives.
- **For-profit organisations:** As the grant is intended for non-profit initiatives, for-profit entities may be disqualified unless explicitly stated otherwise.

3. Past misconduct

- **Previous misuse of funds:** Organisations or individuals who have a history of misusing grants or failing to meet reporting requirements.
- **Legal or ethical violations:** Entities involved in fraudulent activities or unethical practices.

4. Eligibility Criteria

- **Geographical restrictions:** Applicants domiciled outside the UK are not eligible for the funds.
- **Incomplete applications:** Those who fail to meet the application requirements or fail to provide necessary documentation.

5. Political or Religious Advocacy

- **Political campaigns:** Applicants intending to use funds for political campaigns, lobbying, or activities supporting a specific candidate or party.
- **Religious exclusivity:** Projects promoting religious doctrine, or those delivering explicitly faith-based initiatives.

6. Financial Health

- **Organisations with sufficient resources:** Applicants that already have significant financial resources may be deprioritised in favour of those with greater need.
- **Indebted entities:** Those with unresolved debts or financial instability that could compromise the proper use of the funds.

These guidelines will be reviewed periodically to maintain transparency, and to ensure grants are awarded to deserving applicants.