Two Ridings Community Foundation

Grants Portal FAQs

Your questions answered

1. Why are you introducing a new grants portal?

We've introduced the new portal to make the grants process faster, clearer, and easier to manage. It's designed to improve your experience when applying for funding and completing reporting, so you can focus on the work you do in your community.

2. What can I do in the grants portal?

Through the grants portal, you are able to:

- Submit grant applications
- See real-time updates on your grant application
- Save your organisation's details and supporting documents securely
- Return at any time to update documents, or complete reporting

We've simplified our application forms so they're easier to complete.

3. When will the grants portal be rolled out?

The portal will begin rolling out in Winter 2026/27, with individual funds going live as they open. These dates may change, but we'll do our best to keep to our timelines and keep you informed.

From 2027, all open funds will be on the new system (with the exception of Small Grants, to be confirmed). This phased rollout helps us test and refine the portal before it becomes available across all funds.

4. Will the grants portal ask me to share more information?

No, you'll answer similar questions as before, but in time the process will be smoother.

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5. What happens to my current data or past applications?

Our grants team has securely transferred data to the grants portal. You'll be able to view all your new applications in the grants portal. Don't worry if you can't see all previous applications; we still have all your information.

You can read our **privacy policy** and **grants policy** on our website to see how we use and protect your data.

6. Do I need to create a new account?

Yes, everyone will need to sign up and create a new account on the grants portal, whether you've applied before or are applying for the first time.

We recommend allowing a few extra minutes to sign up when you first use the grants portal.

7. Will the grants portal affect how decisions are made or how long they take?

No, the grants portal won't change how decisions are made or how long they take. Across all our funds, we aim to share outcomes within 8 to 12 weeks of the fund's closing date.

In your grants portal account, you'll be able to see the status of your application; for example, when it's been submitted, is in progress, and the outcome.

You can read more about how decisions are made in our general **FAQs**.

8. I have end-of-grant reporting due later in the year, which form do I use?

This depends on when you applied; if you previously received a reporting link, you will still need to complete this. If you have received a grant recently and have not had a reporting link from us, we'll contact you directly with more information about how to complete the new reporting on the grants portal.

9. Will you show us how to use the new system?

We're discuss the grants portal at our monthly Learn & Share drop-in sessions to help you get familiar with the grants portal. You can also access our step-by-step guidance materials and these FAQs, which walk you through the new features.

As with any change, there may be a short settling-in period, but our team will be here to support you every step of the way. Please be patient with us, as this is new to us, as well as you.

10. Who can I contact for help or questions?

Our grants team is here to help you.

You can reach us by emailing grantsportal@tworidingscf.org.uk or calling 01904 929500. If your query is time sensitive, please call us.

To stay up to date, we encourage you to:

- **Sign up** for our newsletter
- Follow us on **social media** for the latest news, key dates, and support opportunities
- **Sign up** to our monthly Drop-ins