

PAT NEWMAN MEMORIAL TRUST

GRANT MAKING POLICY

1. Priorities for Support

1.1 The Trustees have determined the priorities for funding over the next years will be:

- Relief of poverty and financial hardship
- Assisting victims of physical/mental abuse

1.2 The priorities in the policy will be reviewed yearly by the Trustees

2. Principles

In awarding grants the Trustees will consider the following principles:

2.1 Applications from any geographical area within the UK and overseas are eligible for consideration. However, our charity is small and employs no staff. All work is carried out by the Trustees, all of whom are volunteers living in London. As a proportionate level of monitoring is required for any grant the location of applicants will be a factor in considering grants.

2.2 All applications from previous recipients of grants or from those who have been previously unsuccessful applicants will be considered by the Trustees on their own merit. Although the Trustees will consider the outcome of any previous grant, any new application will not receive any preferential or adverse consideration.

2.3 The Charity is willing to work in partnership with other organisations to fund initiatives beyond the financial scope of a single organisation.

2.4 Approval is unlikely to be given to grants exceeding £10,000 in any one year or more than £50,000 in total for projects spread over several years.

2.5 The Trustees are unlikely to commit to ongoing funding of more than 5 years' duration

2.6 Grants to individuals are likely to be made in kind, not in cash

2.7 The Trustees are committed to inclusivity and require the same commitment of their donees. In particular, we will not support organisations that in practice and/or principle serve only those of a specific faith.

3. Exclusions

Although these are general guidelines and to which exceptions may be made the Trustees will not normally approve the payment of Charity funds:

3.1 for any purpose for which the government has an existing statutory obligation to provide.

3.2 for medical research

3.3 to private individuals making an unsolicited approach not supported by a social worker or similar assistance agency

4. Grant Application Process

All applications must be made on our application form which can be obtained either from our website www.patnewmantrust.org or from the Trustees of the Pat Newman Memorial Trust PO Box 56977, London, N10 9BX. Completed application forms can be submitted either on line or by post to the above address.

5. Assessment Process

5.1 All grant applications will be subject to an initial assessment by the Trustees to ensure they meet the basic criteria for funding. Grants will be considered by Trustees at their meetings and Trustees will aim to write to all applicants informing them of the outcome of their application within three months from the date of receipt of the application. This timescale may be subject to change depending on the volume of applicants.

5.2 All applicants should note that the Pat Newman Memorial Trust will likely receive far more applications than it has funds to support. Even if a particular application fails within the objects and priorities of the Charity the Charity may still be unable to provide a grant.

5.3 The Trustees are under no obligation to provide applicants with an explanation should the application be unsuccessful.

6. Monitoring

6.1 It is the Trustees policy to monitor all grants made – the level of monitoring to depend on the amount and nature of the grant. Before grants are made conditions may be specified which are appropriate to the work being carried out and progress will be assessed if required. Any grant which may be payable in instalments may be reviewed before further funds are released to ensure satisfactory progress is being made. Failure to submit reports to the Trustees when requested may jeopardise the continuation of the Charity's support.

6.2 Grant recipients may also be required to provide the Trustees with

- a. A statement of how the Charity monies have been spent in the 12 months following the grant year;
- b. Details (where appropriate) of any other funds applied to the same required project.

6.3 Monitoring visits by the Trustees may be expected during the period of the Grant

6.4 Trustees are entitled to request copies of any papers, articles or other outputs resulting from the project

6.5 A final report may be required by the Trustees, within a reasonable period of time from the conclusion of the project detailing results and outputs from the project