

# BVCT Grant Scheme

The BVCT wishes to make grants to non-profit making organisations, groups or individuals for projects or purposes within the stated objectives of the Trust and its geographical area.

The process for managing these and granting funds will be as follows:

- Annually (date to be agreed), based on the advice of the Treasurer, the Trustees will set aside a maximum sum (if any) to be made available for grants (for the avoidance of doubt, funds required or that may possibly be required for Trust led projects and administration purposes will be set aside before deciding the sum available for grants)
- This sum for grants will then be ring-fenced for the period of one year.
- The Trust will invite applications for grants during the year as it sees fit and will review them, gather further information if required and decide on approved applications on a quarterly basis. (Dates to be agreed)
- Funds may be spent in one quarter or spread between quarters as the Trustees may decide.
- The assessment, review and administration of the applications will be handled by a Subcommittee of the Trustees who will make recommendations to the Trust at the Trustees meeting following the quarter end date.
- If approved the Trust (i.e. all Trustees) will instruct the Treasurer to make the payments to the applicants.

## **The following rules will apply:**

- The requested funds must be used to meet the Trust's objectives, these will be outlined on the Application Form
- The maximum grant will be the full amount of the fund set aside for the year of the application, but the Trustees may rollover the application and funds into a second year to meet the full amount requested if the application merits it.
- No single grant may exceed two years available funds.
- A minimum grant limit of £100 shall apply
- The Trust will not pay more than 80% of the total value of the project or undertaking as shown in the application
- Volunteer time at a rate of no more than £50 per full day may be taken into account in meeting 10% of the application amount.
- The Trustees will require a measure of 'cash' costs to be raised by the applicants of at least 10% of the requested sum.
- Such grants will be exclusively for 'Capital' purposes and not for administration expenses.

- The Trustees will require a copy of the most recent set of accounts of any organization, charity or group to accompany an application. If the applicant appears to have sufficient funds available, the Trustees will investigate further.
- The level of public support for the applicant will be considered when making an application e.g a membership organization will need to have members, a charity will need to be able to demonstrate it has supporters
- Receipts for expenditure will be required but will not be a prerequisite for payment.
- Statutory and legal approvals, license's and skills for any proposed work will be the responsibility of the applicant.
- The Trust will reserve the right to publicise the grant and the projects involved and will expect the recipient to mention the Trust as the source of the funds.
- Whether the application meets the terms of the grant scheme will be solely the prerogative of the Trustees and their decision will be final.