



Registered Charity Number: 1187479

# The PFC Trust Grant Making Policy

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## Version Control

Date of Change:	Changed By:	Comments:
10/11/2020	SD	Created V1
2/12/20	SD	Policy approved by the Trustees



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## 1. Objects of the PFC Trust Charity

Under the terms of the PFC Trust Charity Deed, the trustees apply funds (at their discretion) for the following reasons:

- a) The Advancement of Education – For the public benefit to promote education and professional development (including social and physical training) of people in such ways as the charity thinks fit, including:
  - i. The awarding of scholarships, maintenance allowances or grants to such persons to enable study at any university, college or institution of higher education.
  - ii. Providing their education (including the study of music or other arts), to undertake travel in furtherance of that education, or to prepare for entry to any occupation, trade or profession on leaving any educational establishment.
- b) The Advancement of the Arts – To promote for the benefit of the public, crafts and craftsmanship, provide art galleries, art festivals and arts heritage councils. Promote or encourage high standards in the arts including music, visual art such as painting, drawing, sculpture, photography, theatre, dance, literature and cinema.
- c) The Advancement of Amateur Sport – For the promotion of community participation in healthy recreation, in particular by the provision of facilities for the playing of sports.
- d) The Advancement of Environmental Protection and Improvement – To promote for the benefit of the public, the conservation, protection and improvement of the physical and natural environment, by making grants of money for providing or paying for items, services or facilities.
- e) To preserve and protect the health of those with physical, mental, sensory impairment or sickness and those who care for them within the family or home by offering provision for respite service through provision of community-based care attendants and/or holidays for those affected and their families.
- f) To advance in life and relieve needs of young people through:
  - i. The provision of recreational and leisure time activities provided in the interest of social welfare, designed to improve their conditions of life:
  - ii. Providing support and activities which develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals.
- g) To relieve financial hardship, sickness and poor health amongst elderly people by making grants of money for providing or paying for items, services or facilities.
- h) To assist in the treatment and care of persons suffering from mental or physical illness of any description or in need of rehabilitation as a result of such illness, by the provision of facilities for work and recreation.



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- i) The relief of financial hardship, either generally or individually, of people living in the area of Hartlepool by making grants of money for providing or paying for items, services or facilities.

## 2. Principles of Funding

In reviewing funding applications, the Trustees will apply the following principles:

- a) Applicants who have already received funding from the PFC Trust or who have been previously unsuccessful, are not eligible to make a further application for the same project for a period of 3 months from the date of their previous application.
- b) All applications from previous recipients of grants or from previously unsuccessful applicants will be considered by the trustees on their own merits. Although the trustees will have regard to the outcome of the previous grant, any new application will in no way receive preferential or adverse consideration.
- c) All applications will be reviewed in line with current Charity Commission Guidance on meeting Public Benefit.

## 3. Terms of Funding

In order to apply for funding from the PFC Trust we ask that you understand/meet the following terms:

- a) Applications from any geographical area within the UK are eligible for consideration, but the purposes of any application MUST be to benefit the people of Hartlepool
- b) The purpose of applications MUST meet at least one of the PFC Charitable Objects (above).
- c) The person making the application has authority to do so from the potential beneficiary and can provide photographic I.D.
- d) Organisations must be able to provide evidence of Safeguarding Practices (policies)
- e) Organisations must provide annual account returns (minimum 3 years) or if these are unavailable, evidence of the organisations bank account (a bank statement)
- f) Applicants must be able to demonstrate that the recipient (whether an organisation or an individual) has and will be adequately insured both in relation to any equipment and facilities purchased by the grant but also in relation to any risk of injury arising by reason of the project or purposes for which the grant is awarded including injury to those participating in that project or those purposes
- g) Funding for individuals is limited to a maximum of £1,000
- h) Unless otherwise stated, the PFC Trust will have no role within the event/organisation other than providing funds, as agreed. The PFC Trust reserve the right to contact you at any time to monitor use of the funds.
- i) The PFC Trust board may place stipulations on any offer of funding which must be agreed to prior to transfer of funds.



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- j) Unless stated otherwise, any offer of funding will remain valid for six months from the date of the offer and the PFC Trust reserve the right to ask you to re-submit your application if the event/reason for your funding request does not take place at the scheduled time or if the stipulations have not been met within this time.
- k) Agreement that all of the information and personal data provided to the PFC Trust will be stored and processed by in line with PFC Trust GDPR Policy.
- l) Copies of any published articles, papers or other outputs resulting from the grant should be made available to the Trustees.
- m) On completion of a project, a final report will be sent to Trustees giving full results and outputs from the project. This will normally be required within three months of a project ending unless otherwise agreed.
- n) The PFC Trust may require funding recipients to publicise the Charity in any of its publications related to the grant/project funded by the trust and ANY publicity would be agreed with Trustees prior to publication.
- o) The PFC Trust will not normally support:
  - Applications from charities/organisations that have an annual income of more than £250,000
  - Applications in excess of £10,000

#### 4. Exclusions

The PFC Trust does not fund National Charities (unless it is for a project in Hartlepool), promotion of Religion, Political activity, projects or causes involving animals, or organisations or activities that promote causes which include, but may not be limited to, those contrary to our purposes and our mission statement.

We may also be unable to fund any of the following:

- Activities that duplicate existing services
- Funding personal debt
- Capital build projects or large equipment purchases
- Requests from individuals for personal equipment
- Initiatives that involve redistributing the funding as small grants
- Organisations that did not comply with reporting after receipt of funding

#### 5. Funding Application Process

- a) Applications for Grants and Scholarships should be made using the application form and in conjunction with this policy. Please note that it may take up to three months from the date of receipt to receive a formal response.



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- b) Applications for Donations can be made via contacting the PFC Trust directly.
- c) All applications will be subject to an initial assessment to ensure they meet the basic criteria for funding. Applications will be reviewed by a nominated Trustee (or panel) who will then present the information to the board for consideration. Meetings to consider applicants will normally be held monthly.
- d) Applications for less than £500 may be approved by a quorum of Trustees outside of a scheduled board meeting and so can be considered quickly.
- e) Applicants should note that, as with many other charities, the PFC Trust always receives far more applications than it has funds to support. Even if a project fits within the terms and Objects of the PFC Trust and a detailed assessment has been made, we may still be unable to provide a grant.
- f) The Trustees will inform applicants whether their application has been successful within two weeks of the board meeting at which the application is considered.
- g) The Trustees will not be obliged to provide an explanation to the applicant should their application be unsuccessful.