

## GRANT MAKING POLICY AND CRITERIA

1. The object of the CIO is to advance any purpose which is charitable under the laws of England and Wales by making grants primarily for the benefit of the public in the communities of Llanidloes, Llanidloes Without and Llangurig.
2. To advance this object, the trustees will seek to encourage the widest possible range of grant applications from within the three communities.
3. There are six-monthly application cycles, each of which will have a clear deadline, namely 1<sup>st</sup> March and 1<sup>st</sup> October. Following each deadline date, the trustees will meet to decide what grants to award. The trustees will establish a web page for the Fund giving details of how to apply and the relevant contact details and deadlines. Website [www.brynblaencio.wales](http://www.brynblaencio.wales)
4. Grants will only be made to organisations, not individuals. In order to apply, an organisation must:
  - (a) be established as a constituted organisation on a not-for-profit basis (any surplus being retained for the enhancement of the service provided);
  - (b) be governed by a board or committee where the majority serve on a voluntary basis
  - (c) be providing services or activities primarily within one or more of the three communities (and the grant application must relate primarily to those communities if the organisation serves a wider area);
  - (d) (in the case of an organisation which is not itself a charity) be capable, in the opinion of the Fund's trustees, of applying a grant for exclusively charitable purposes within the objects of the Fund.
5. Grants will normally only be made to support capital funding and not to support revenue or administration costs.
6. It is mandatory to complete ALL sections of the Application Form. Section 4, the Project Check list, provides guidance as to the information that the trustees will need. It will help the trustees in their decision making to have as much information as possible.
7. The contribution the organisation itself will make to the project, and possible match funding or grants from other sources, must be explained. Unless there are exceptional circumstances, the trustees will consider funding up to 50% of anticipated costs. It will be essential to know how the remaining 50% of projected costs will be funded.
8. If the organisation is awarded a grant, the money will be released only when evidence that the project has started has been received.

9. Grants will normally be “one-off” ie the Fund does not intend to award multi-year grants. However, an organisation which has received a grant may apply for further grants.
10. The trustees will have discretion, within the funds available each year, to decide on the number and size of the grants to be made.
11. (a) Where, in a six-monthly cycle, the Fund receives more applications than it can readily support, the trustees may apply appropriate prioritisation to decide on the grant awards to be made.  
  
(b) A trustee who has an interest in a specific application (even a non-financial interest such as a voluntary role in an organisation applying or a family member using the organisation’s services) must make that clear to the other trustees and take no part in the decision in that application.
12. The trustees must set an appropriate reserves policy in deciding what funds to retain at year end for future grants and for administrative expenses of the charity. Funds not needed for immediate grant-making in the short term may be invested. However, the funding received is not to be treated as an endowment and the aim will be to disperse funds reasonably promptly in accordance with the objects of the charity.
13. All grant awards made will be reported in the CIO’s Trustees Annual Report (TAR) and Accounts to be filed with the Charity Commission annually. This information will be in the public domain.