



Keswick Hall Trust

Promoting and supporting
Religious Education

APPLICATION FOR AN ORGANISATION GRANT

Name of Organisation:	
Address of Organisation:	
Telephone Number of Organisation:	
Email Address of Organisation	
Bank Sort Code and Account Number of Organisation:	
Name of Applicant:	
Address of Applicant:	
Telephone Number of Applicant:	
Email Address of Applicant:	
Date of Application:	
Project Name [if applicable]:	

Keswick Hall Trust

Objectives and activities

- (1) The object of the charity is to advance for the public benefit education in any part of the world where the Church of England may be at work in such ways as the Managing Trustees may, from time to time, determine, including by:
 - (a) The promotion, encouragement and support, including research in and development of religious education in Educational Institutions, including the training of ministers of religion, by the provision or assistance in the provision of instruction, classes, lectures books, libraries and reading rooms and any associated equipment or resources;
 - (b) Promoting the efficiency and effectiveness of Educational Institutions and the efficient and effective application of resources for such purposes;
 - (c) Advancing the education and training of people who work, volunteer or govern in Educational Institutions, in particular those persons who are, or who intend to become, engaged as teachers or otherwise in work connected with religious education, in order to assist those persons to deliver a high quality education to pupils, students and the communities served by those institutions;
 - (d) The provision and conduct of a chapel and chaplaincy providing for religious worship, care and instruction; and
 - (e) The granting of financial assistance to Educational Institutions established for charitable purposes only.
- (2) The object shall be conducted in accordance with the principles and doctrines of the Church of England; and
- (3) "Educational Institution" means any academy, school, college or place of higher or further education or any other institution having as its purpose education, or promotion of the education of children or adults or children and adults.

The present activity is to apply the Charity's income to: grants for in-service and initial training of teachers of religious education; providing resources for use by teachers of religious education; and research and development in religious education. Grants are made to individuals and corporate bodies to achieve this objective.

Public benefit

The Managing Trustees have had due regard to the Charity Commission's guidance on public benefit in *The Advancement of Religion for the Public Benefit* and have had due regard to it in their administration of the Charity.

The Charity provides funding to individuals and corporate bodies for the advancement of higher and further education including the promotion of research and development of religious education. The geographical area of benefit is generally within the east of England, however, with the diminishing resource centre availability throughout the UK, this geographical area is continuing to expand nationally and internationally.

The advancement of education supported by the Charity is generally in accordance with the doctrines of the Church of England. However, in our ever-changing multi-faith world the need for teachers to be equipped to educate young people in all faiths has led to an expansion of the work supported by the Charity.

Grants are available to those who seek to advance their knowledge and understanding in the teaching environment. It is to enable teaching in schools to be enhanced through greater knowledge of the teacher rather than in the provision of physical resources. Help is available to teachers from whatever religious background, and to schools, not just Church of England schools, and regardless of their financial means.

Payment of any grant will be by Bank Transfer to the applicant organisation upon receipt of an invoice for the work covered by the grant.

In an effort to assist as many different organisations as possible:

- Repeat applications will not normally be considered by the Trustees within two years of a previous grant being offered
- The normal maximum level of grant application is up to £5,000 although Trustees will sympathetically consider applications for grants more than the level
- It is a condition of applying for a grant that it must be claimed within six months of the formal offer of a grant from the trust. Failure to comply with this condition will lead to the withdrawal of the grant offer

Applications must be submitted by post to:

Keswick Hall Trust

PO Box 307

Woodbridge

IP13 6WL

Receipt of all applications will be acknowledged to the applicant by email.

Project or work for which grant applied for:

Brief summary of purpose:

List the group[s] to benefit from the project:

Continue on a separate sheet if necessary.

Financial Information:

		£	
Total cost of the project:	A		<input type="text"/>
Funding from own resources:			
Reserves			<input type="text"/>
Revenue Income			<input type="text"/>
Fundraising			<input type="text"/>
Total	B		<input type="text"/>
Funding from other sources			
			<input type="text"/>
			<input type="text"/>
			<input type="text"/>
			<input type="text"/>
			<input type="text"/>
Total	C		<input type="text"/>
Shortfall: A-(B+C)			<input type="text"/>
Amount of grant requested from KHT			<input type="text"/>

Organisation Financial Summary

Financial year end		Date	
		£	
Unrestricted income			<input type="text"/>
Unrestricted expenditure			<input type="text"/>
Net surplus/[deficit]			<input type="text"/>
			£
Unrestricted reserves		<input type="text"/>	Unrestricted liabilities <input type="text"/>
Restricted reserves		<input type="text"/>	Restricted liabilities <input type="text"/>

Please include a copy of the organisations latest audited/independently examined accounts.

Please provide any further relevant information in support of your application:

Additional Information:

In order that our trustees can comply with appropriate governance procedures, please send with your application the following:

- Copy of your Safeguarding Policy and Procedures [Please note that we will not consider applications from organisations who do not provide this document]
- Copy of your Equality and Diversity Policy or procedures

Timescale for project:

Anticipated start date [if known]:	
Anticipated completion date [if known]:	
Anticipated date grant required [if known]:	

Reporting Back

It is a requirement of the Trustees that successful applicants agree to provide a written report on the progress/implementation of the project for which the grant is offered. This should be provided within two months of the end of the period for which the grant has been provided.

Failure to provide the report by the due date may lead to a request that the grant be refunded to Keswick Hall Trust.

A proforma template for this purpose will be provided when the grant is paid.

Please note:

Grant Applications are only considered by the Managing Trustees at their March, July and November meetings.

Applications must therefore be received by the trust by:

March Meeting: 31st January

July Meeting: 31st May

November Meeting: 30th September

Applications received after these dates will not be considered until the following meeting of the Managing Trustees.

The **General Data Protection Regulation (GDPR)** (Regulation (EU) 2016/679) is a regulation by which the European Parliament, the Council of the European Union and the European Commission intend to strengthen and unify Data Protection for all individuals within the EU. It also addresses the export of personal data outside the EU. The GDPR aims primarily to give control back to citizens and residents over their personal data and to simplify the regulatory environment for international business by unifying the regulation within the EU. When the GDPR takes effect, it will replace the data protection directive of 1995. The regulation was adopted on 27 April 2016. It becomes enforceable from 25 May 2018 after a two-year transition period and, unlike a directive, it does not require national governments to pass any enabling legislation and is thus directly binding and applicable.

The trustees of Keswick Hall Trust have considered carefully the implications of the Regulation and have determined that the grant applicant must give explicit consent to the recording of information contained in the grant application

In signing this application therefore, I give the explicit consent to the following:

1. Keswick Hall Trust will record my details electronically and on electronic backups
2. Keswick Hall Trust will, if required, share my information with the following organisations:
 - Charity Commission
 - Association of Church College Trusts
 - RE Council
 - Association of Charity Fundraisers
 - Keswick Hall Trust Auditors/Accountants
 - Keswick Hall Trust Solicitors
 - Keswick Hall Trust Bankers
 - Keswick Hall Trust Investment Managers
 - HM Revenue and Customs
 - Information Commissioners Office
 - Any other organisations that the trustees shall from time to time consider appropriate
3. Date Information Removed will be removed in accordance with the Keswick Hall Trust Data Retention Policy – a copy of which is available on request.

Signature of Applicant: _____

Name of Applicant: _____

Date: _____