ROBERT MONK'S FOXTON CHARITY

Registered Charity Number 234281

Small Grant Application Form

Terms and Conditions

These Grant Terms and Conditions are the standard terms and conditions for general grants awarded by the Robert Monk's Foxton Charity.

Grant recipients should note that by accepting any Grant Offer Letter from the Trust in line with its instructions they are automatically deemed to have read and accepted each of these Grant Terms and Conditions.

1. These Terms and Conditions must be read in conjunction with and subject to the Terms and Conditions set out in the Grant Offer Letter issued by the Trust, of which they form part and are subject to change in accordance with clause 2 below.

2. The Trust may from time to time publish new versions of its Grant Terms and Conditions on its website with effect from a specified date for all new awards of financial assistance.

3. All grant claims must be made on the standard application form.

4. Trustees of the Robert Monk's Foxton Charity will consider your grant application at the next trustee meeting following the receipt of your application form. This date can be obtained from the trust secretary – rmfcsecretary@gmail.com

5. You may be asked to provide supporting evidence associated with your claim. We will write to you or email you with a list of any documentation required. You will be given 30 days from the date of correspondence to provide all documents.

6. We will give you a written notice accepting or rejecting your application and may, if we deem it appropriate, include additional conditions. Trustees decision to accept or reject your application is at their absolute discretion and final.

7. The maximum gross value amount of funding (in GBP) which may be paid to you will be specified in the Grant Offer Letter.

8. Once approved, payment of grants will normally be made by us within 30 days of receipt of approval by the trustees

9. Incomplete, false, misleading or incorrect information (including claims without full supporting evidence) will be refused and returned.

10. You must inform us immediately if you are experiencing any difficulties that may hinder or prevent you from fulfilling your obligations under these terms and conditions.

11. Following receipt of your grant you will be expected to use the funding within 6 months of the date it is paid to you. You will be required to provide receipts to show when and how the grant was spent within 12 months of the date it is paid to you. If receipts are not provided the trust have the right to request a return of your grant money in full.

12. Any unspent grant money after the 12 month period must be returned to the trust in full.