

THE KING HENRY VIII ENDOWED TRUST, WARWICK
TOWN GRANTS – GUIDELINES TO ASSIST APPLICATIONS

1. The King Henry VIII Endowed Trust (“the Trust”) makes grants from the Town’s Share of its income to help the community in the Old Borough of Warwick (“the Town”).

2. **There are a number of constraints on the Trust’s ability to make grants**

2.1 **Area**

Grants are only available for the benefit of persons and for purposes within the boundaries of the Old Borough of Warwick. This comprises predominantly the CV34 postal district but there are exceptions – see Appendix 1. If in doubt ask the Clerk.

The Trust has no power to make grants for persons or projects outside this area.

2.2 **Purposes**

The Trust can make grants for the following purposes if for the benefit of the inhabitants of the Town:

- a) For the repair of historic buildings in the Town.
- b) For the relief of the elderly, infirm and needy inhabitants of the Town.
- c) For the improvement of social welfare, recreation and leisure facilities of the Town.
- d) For the support of educational facilities within the Town.

2.3 The Trust has no powers to make grants for projects for which central or local government has a financial responsibility. This includes activities that are the responsibility of the LEA.

3. **Who can apply?**

3.1 Individuals resident in the Town or Officers of organisations within the Town for the benefit of inhabitants of the Town.

3.2 In the case of educational projects being provided by organisations for the Town LEA Schools, the Trust requires that applications for grants shall be submitted by the recipient schools, and not by the provider of the educational projects.

4. **How much can I apply for?**

In general terms there is no limit to the amount that can be requested by any individual grant application. However, the overall Trust’s funds are limited and the Trust, in endeavouring to ensure that funding is fairly spread across all areas, does limit the amount paid on each award.

There are some guidelines that may be followed. These are not fixed rules, nor are they an exhaustive list.

Applicants should know that the Trust generally expects applicants to show the full cost of each project and the amount of the applicant's contribution and, where relevant, the period over which the intended project will extend.

Where the Trust believes that there are more suitable charities within the Town to assess applications it will either forward the application directly to another charity or recommend that the applicant approaches them directly.

Applicants will normally be expected to make some contribution towards the overall project costs. This contribution should be shown on the application.

5. How often can I apply?

There is no limit to the number of projects that maybe applied for (except for privately owned historic property) but the Trust will normally make only one grant per project.

The Trust does not normally provide grants to meet regular annual revenue expenditure but it is prepared to consider assisting the start-up of a project by providing instalment funding for a period not exceeding three years.

6. When should I apply?

You must apply before the project is started as the Trust does not make retrospective grants. Applications should be made as early as possible to allow the circumstances of your application to be fully established.

The Trust gives consideration to applications approximately every other month. Deadlines for receiving grant applications for 2012 are:- 2nd January, 20th February, 23rd April, 25th June, 27th August and 5th November.

Decisions are normally communicated to applicants within a week of the relevant meeting, except with large amounts which may require longer consideration.

In the case of an emergency, applications may be fast-tracked. Please make this clear on the application.

7. To whom should I apply?

Application forms are available on the website (www.kinghenryviii.co.uk) or from the Clerk & Receiver at 12 High Street, Warwick, CV34 4AP or telephone 01926-495533.

Completed forms, along with any supporting information, should be sent to the Clerk and Receiver at the above address.

8. Information required with applications

The application form sets out the information required. Please ensure that you do clearly identify the actual amount of the grant requested.

Students seeking help with course expenses should provide evidence from where they are studying, registered status and the nature of the course (including costs relevant to the application).

With Clubs, Schools etc., the Trust will require to see evidence of the financial stability and existing resources. This can most easily be provided by supplying copies of the most recent audited accounts and the current and future budgets. If members, pupils, etc are not all from the Old Borough of Warwick please provide details of the proportion that are.

All applications to other organisations for grants must also be disclosed.

If you have any questions related to your application the Clerk will be happy to help you.

You should expect that the Clerk will contact you to ask questions about your application. This is done to ensure that the application is clearly understood. The Clerk may request further information.

9. Does the Trust impose conditions in connection with any grant?

The Trust funds are limited and are affected by economic circumstances. Grants always remain solely at the discretion of the Trustees.

Grants are normally paid on the production of receipted invoices.

The Trust reserves the right to place conditions on any grant that it offers.

Grants must be claimed and the project completed within two years of being awarded. If this is not possible, the Clerk should be informed. Otherwise the grant will lapse.

Where appropriate, the Trust may impose a condition requiring public recognition.

10. Confidentiality

The Trust checks all applications and consults with other charitable bodies in Warwick from time to time.

If there is any aspect of your application which for some reason you consider to be sensitive you must give written notice to the Clerk at the time of your application.

11. Trust's power to refuse

Whilst the Trustees will consider every proper application they are not bound to make a grant nor are they under any obligation to give reasons for refusing to make a grant in any case or for declining any application in part or whole.

The decision of the Trustees is final.

Area

The Old Borough of Warwick was originally made up of the 4 parishes of St Mary, St Nicholas, St Michael and St Paul. Subsequently the Charity Commission has agreed an additional area of benefit (outside the Old Borough) to cover the whole of Warwick Gates. This additional area is bordered by Tachbrook Road to the east, Heathcote Lane to the north and Harbury Lane.

This area is very broadly covered by the CV34 post code area but there are some exceptions:

1. Not in CV34 but in Warwick (i.e. eligible for grants)

Woodloes Farm, Woodloes Lane, Guy's Cliffe	CV35 7RE
Leasowes Farm, Hampton Road	CV35 8HA
Stanks Farm, Budbrooke	CV35 8RH
Medley Grove, (off Tachbrook Road)	CV31 2GA
The Moorings, Myton Road	CV31
Myton Croft (off Myton Road)	CV31
Leam Road (off Myton Road)	CV31

2. In CV34 but not in Warwick (i.e. not eligible for grants)

The Asps, Banbury Road	CV34 6SS
Park Farm, Banbury Road	CV34 6ST
New House Farm, Banbury Road	CV34 6SU
The Old Grange, Banbury Road	CV34 6SU
Tithe Barn, Banbury Road	CV34 6SU
Greys Mallory, Banbury Road	CV34 6SX
Spinney Hill Farm, Banbury Road	CV34 6SX
The Hunting Lodge (also called Spiers Lodge)	CV34 6SZ
1 – 3 Barford Wood (formerly Barford Sheds)	CV34 6SZ
Saxon Mill, Coventry Road	CV34 5YN
Heron House, Coventry Road	CV34 5YD

