



APPLICATION GUIDELINES

For Organisational Grants

WHO WE ARE

'Charlie's Gift' is a Hertfordshire based charity, which provides grants of money to support local children who face challenges in life because of health issues, special needs, bereavement or poverty.

'Charlie's Gift' has been set up by Trustees Nicole and Jason Fidler, in memory of their young son Charlie who died suddenly in June 2010, aged just 8 years from Anaphylactic Shock. Charlie was always a loving and giving little boy who lived his short but happy life to the full.

In the compassionate spirit to which Charlie approached his life, our aim as a charity is to lend a financial helping hand to children whose lives are touched by adversity, living within Hertfordshire, Bedfordshire and Buckinghamshire. Our hope is that the grants of money will help towards making these children's lives a little happier and a little easier.

'Charlie's Gift' has been registered with the Charities Commission since October 2013 (Registered Charity No. 1154056), but has been fundraising since October 2011.



WHO CAN APPLY FOR A GRANT OF MONEY

- An applicant should either be a Trustee or a person in a position of Leadership within your Charity or Organisation.

WHO IS ELIGIBLE FOR A GRANT

- Organisations/Charities working with children up to the age of 18 years operating out of Hertfordshire, Bedfordshire or Buckinghamshire. The main address of the children supported by the applicant's Organisation/Charity should be within Hertfordshire, Bedfordshire or Buckinghamshire at the time of application or approval.

WHAT YOU CAN APPLY FOR

- We consider requests for grants of money, which will be of clear and direct benefit to the children supported by the applicant's Organisation/Charity. Examples may include funding for a specialised piece of equipment (medical, educational or recreational) for use **solely** by the child, specialised training for family members to better support their child, help with medical treatment costs, or residential trips/days out/holidays. Please note: we do not provide grants for white goods (large domestic electrical items such as fridges or washing machines), or general home renovations.

YOUR APPLICATION

- Under the section entitled **ANY OTHER INFORMATION**, please include here any other details that are relevant to your application, for example if your application is time-sensitive and you need the grant awarded by a particular date.



CONFIDENTIALITY AND DATA PROTECTION

- All information provided in applications will be treated in the strictest confidence and will only be made available to the Trustees of Charlie's Gift for the purposes of consideration for grant approval. Completed Grant application forms may also be made available to The Charities Commission for regulatory purposes.
- Your information will be held securely in accordance with our data protection policy. To see our data protection policy please visit our website at www.charliesgift.co.uk, or request a copy either via email or post.

IMPORTANT TO NOTE

We very much hope that your application for a grant from Charlie's Gift will be successful. Please be aware that by signing the form you agree to:

- Send **copies** of receipts/invoices for all grant money spent, within 4 weeks from the date of the grant award letter.

THE NEXT STEP

- Once you have completed, signed and dated sections 1-17 of the Organisational Grant Application form, please return the completed form to the following address for consideration by the trustees of Charlie's Gift:

'The Grants Application Manager'
Charlie's Gift
39 Collett Road
Hemel Hempstead
Herts
HP1 1HY



A FEW FINAL NOTES

We very much hope that your application for a grant from Charlie's Gift will be successful. Here are just a few points to note:

- The Trustees will consider applications on a case-by-case basis.
- In some cases the Grants Programme Manager will contact the applicant to discuss the application more fully.
- All applications are considered on their individual merits and are dependent upon funds within Charlie's Gift at any particular time.
- There is no upper limit on the level of grant that may be awarded. However, in some circumstances Charlie's Gift may offer a grant that covers part of the amount applied for.
- Grants will be awarded to the Organisation/Charity to be used for the sole benefit of the children they support.
- Notification of the outcome of your application will be by telephone or email, so please ensure you clearly provide a phone number and email address for us to contact you. If your application is successful, then a follow-up letter will be sent with a grant cheque.
- The decision of the Trustees of Charlie's Gift is final.
- Charlie's Gift will require copies of receipts/invoices for all grant money spent.

CONTACT INFORMATION

- Should you require any further information or assistance, please contact our Grants Programme Manager on: 01442 213638 or email: info@charliesgift.co.uk

