

The Kaye Charitable Trust

Registered Charity Number: 1194603

Trustees:

Professor William Kaye • James Allison • Pam Barnes • Emma Pask • Janice Reid

Charity Advisor: Tony Hilder



*Founded in memory of
Alison Kaye
1960 - 2019*

GRANT-MAKING POLICY

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GRANT MAKING POLICY

This policy was agreed by the trustees on 2nd April 2022 and amended on 3rd May 2025.

The policy sets out the principles and criteria that guide the trustees of the Kaye Charitable Trust (the Charity) when making decisions about the award of grants.

Background:

The Kaye Charitable Trust was founded by Professor William Kaye in memory of his daughter, Alison Kaye, who devoted a large part of her life working to help young disabled adults in order to help them reach their potential as equal citizens. The four trustees were chosen by Alison and are well acquainted with her activities and achievements.

The Objects of the Charity are:

For the public benefit, to relieve the needs of young adults aged 19 to 35 and in England and Wales who are living with mental, physical or learning disabilities, and by extension their families and carers, in particular but not exclusively by the provision of grants to assist and support in their treatment, care, education, accommodation and recreation.

The purpose of this grant-making policy is:

- To outline the Charity's principles of grant-making
- To provide details of the Charity's criteria for making grants
- To provide details of the application process

Grant-making principles:

The Charity seeks to advance the health and wellbeing of young adults with physical, mental or learning disabilities, some of whom may have additional or complex health needs.

The Charity makes grants to meet the costs in full or in part of practical assistance, specialist advice, items of equipment, therapeutic aids, medical or nursing care, treatments, therapy, training, education, access, accommodation, services, comforts and the provision of facilities for recreation and other leisure activities.

Criteria for making grants:

Grants are provided for the benefit of young adults aged between 19 and 35. The Charity will judge each case for a grant on its merits. Potential recipients of grants must be able to demonstrate their charitable purpose and public benefit. The trustees reserve the right to apply such conditions to any grant as they think appropriate.

For larger projects the Charity will require a detailed budget and will need to be satisfied that the recipient organisation has sufficient projected regular income to meet its needs and has an appropriate level of reserves.

The Charity will also need to be assured that the project for which funding is being sought is financially viable. The Charity will require a named representative from the recipient organisation, preferably the Director or a Trustee through who contact can be maintained.

If part funding of a project is sought or offered the Charity may pledge a sum of money which will only be released when all funding is in place. Periodic updates may be required as the project progresses.

The Charity only makes grants to support activity which is charitable in law but organisations do not have to be registered charities to apply.

To ensure the Charity's resources are used solely to further its charitable objectives the trustees will normally expect that grants will have measurable objectives agreed before the grant is made.

The Charity's trustees have collective responsibility for all grant-making decisions in line with the Charity's charitable purposes although grants of under £500 can be made at any time by at least two trustees.

The maximum grant that can be awarded at the time of writing is £5,000 although most grants are generally for a lot less.

If a grant is awarded, no further applications from the same charity will be considered **until 24 months** have elapsed.

The Charity is aware that fraud and mismanagement can take place in all stages of grant funding. The grant must be used for the purposes for which it was awarded unless agreed otherwise by the Charity's trustees. In the event that the Charity considers that the grant has been used for purposes other than for which it had been given or breached any conditions of the grant, the Charity reserves the right to request the return of the total grant awarded.

If any dispute should arise the Charity may seek guidance from the Charity Commission or the Association of Charitable Trusts.

The Charity will not support:

- Retrospective or deficit funding
- Causes for which the government has a statutory responsibility to provide
- Organisations that cannot demonstrate public benefit as defined by the Charity Commission
- Organisations requesting funding towards reserves or which have significant financial reserves
- General fundraising appeals
- General running costs
- Any project which may damage the reputation of the Charity

The Application Process:

Applications for grants will be considered from charities, organisations and individuals seeking funding for projects in line with the Charity's objects. Applications will be considered by the trustees 4 times per year at their meetings in January, April, July and October or exceptionally at other times if considered urgent.

Requests for funding should be sent by post or by email on not more than 2 pages of A4 together with any supporting statements, professional assessments and quotations or estimates.

Applicants must explain how their proposed activity for which funding is sought meets the Kaye Charitable Trust Objects.

Charities and organisations should include a copy of their latest audited Annual Report and Accounts and any Safeguarding Policy where applicable.

Applications from individuals should be signed or counter-signed by a General Practitioner, Registered General Nurse, Registered Mental Nurse, Social Worker, Occupational Therapist, Tutor/Mentor or Key Worker.

The Charity will not respond to applications that are outside its remit.

The trustees' decisions about the award of a grant shall be final and no further correspondence will be entered into.