

Laslett's Charities

Laslett's Almshouse Charity RCN: 233695 Laslett's Hinton Charity RCN: 233696

Stephen Inman
Clerk to the Trustees



Kateryn Heywood House
Berkeley Court
The Foregate
Worcester WR1 3QG

admin@lasletts.org.uk
01905 317117

GRANT MAKING POLICY - ORGANISATIONS

Introduction

Laslett's Charities comprise the two independent but related charities known as Lasletts (Almshouse) Charity and Laslett's (Hinton) Charity both of which are registered with the Charity Commission and numbered 233695 and 233696 respectively. Laslett's (Hinton) Charity has the capacity to make available grant funding in accordance with its original objects.

The aim of this policy is:

- to provide clear information to those who seek grant funding;
- to provide guidance as to how applications should be submitted and how they are determined;
- to assist the Trustees in making decisions as to grant funding .

Grants are awarded and determined by the Trustees of Laslett's (Hinton) Charity following recommendations from its Grants Committee

The Objects of Laslett's Charities

Under the terms of the Laslett's Trust Deed dated 17th January 1879, the Trustees shall from time to time apply the net rents and profits of the trust properties in or towards all or any one or more exclusively of the others or other of the following objects:

1. Assisting poor aged or infirm persons in such manner as the Trustees may think fit;
2. Providing and maintaining Almshouses or other Homes for aged poor men or women either in conjunction with or separate from and in addition to the Almshouses in the City of Worcester already established and endowed by the said William Laslett and making allowances to the inmates of any of the said Almshouses and other Homes so as to be provided and maintained or already established and endowed as aforesaid for their maintenance and clothing;
3. Maintaining educating and teaching poor Children who have lost one or both of their Parents and other destitute neglected or ill-treated Children;

4. Paying for the admission of such Children into suitable Homes and Institutions and for the maintenance and education there or at the option of the Trustees building and maintaining a Home or Institution for the reception of such Children as aforesaid either on part of the said trust premises or on any other land by law applicable for such persons or that may hereafter become legally applicable for such purposes;
5. Providing and Maintaining or contributing to Hospitals Infirmaries or other Institutions for the relief of poor persons suffering from disease or accident;
6. Supplying coal food and clothing or any of them to deserving persons in times of inclement weather or urgent need; and
7. Generally feeding the hungry clothing the naked and causing the Gospel to be preached to the poor in such manner as the Trustees shall from time to time deem most beneficial.

Principles

In awarding grants, the Trustees will apply the following principles:

Applications should come from established charitable organisations which are registered with the Charity Commission and which themselves have charitable objects which broadly align themselves with those expressed by the Laslett's trust deed.

The Trustees would not normally fund an individual direct but may with discretion do so through an established charitable organisation eligible in its own right to receive a grant.

The Trustees would not normally support applications from national charities unless they were able to demonstrate some affinity within the historic county of Worcestershire or close to its boundaries or that some tangible benefit would accrue to persons living within that area.

Applications from previous recipients of grants or from previously unsuccessful applicants will be considered by the Trustees afresh. Although the Trustees will have regard to the outcome of the previous grant or the reason for not previously awarding a grant, any new application will receive neither preferential nor adverse consideration.

Laslett's will work in partnership with organisations to fund initiatives beyond the scope of a single organisation.

Priorities for support

The number of projects which can be supported is limited to the (variable) amount of funds available for distribution in any year. It is inevitable therefore that the number of applications and the request for funds may exceed the financial provision available for grants. To assist in the decision making process, the Trustees have determined that subject to fulfilling one or more of the Charities' Objects (1-7) as set out above, the priorities for funding at the present time and until further review will be:

- charities providing almshouse accommodation within Worcestershire including Laslett's (Almshouse) Charity;
- charities providing practical skills for young people and adults who are subject of rehabilitation from alcohol and drugs and/or those being rehabilitated into the community following a custodial sentence;.

- health orientated charities providing support and welfare to poor aged or infirm persons, children and families;
- welfare orientated charities providing support to poor aged or infirm persons including the homeless within Worcestershire;
- advice charities specialising in promoting the overall welfare and wellbeing of individuals.

The above are not listed in any order of priority.

The priorities in this policy will be reviewed every year (or more often if deemed necessary by the Trustees) and may be changed in accordance with the Trustees' view of the most effective application of available funds at any point in time. Any change to these priorities must still fulfil the charitable purpose and the Charities' Objects.

Exclusions

Laslett's will make grants only to charities registered with the Charity Commission and do not make grants to the following:

- Individuals (other than through a qualifying organisation)
- Overseas charities;
- Community Interest Companies;
- Profit based organisations.

Unless there is some clear and obvious benefit to beneficiaries residing within Worcestershire or close to its boundaries, it is unlikely that Laslett's will make grants to the following:

- National appeals;
- Activities and/or recipients located well outside the geographic area referred to above;
- Major building projects involving the acquisition of land or property;
- Organisations having an income in excess of £10M per annum averaged over a two year period and/or net assets in excess of £100M;
- Organisations having non-allocated reserves in excess of one year's general expenditure averaged over a two year period;
- Organisations which show their charitable spending generally to be less than 50% of their total income.

Grant Application Process

All applications for grants should be made to:

The Clerk to the Trustees, Lasletts Charities, Kateryn Heywood House, Berkeley Court, The Foregate, Worcester WR1 3QG or by email to admin@lasletts.org.uk .

The application should be submitted on the standard template form (which may be downloaded from the website) and which should be supported by such other supportive documentation as may be desired including an accompanying letter.

When completed the application form should:

- Inform the Trustees of the overall purpose of the application, the details of the project, the way the grant will be used and how it will be managed effectively for its intended purpose;
- Inform the Trustees of the names of those who are to be involved with the project/work to be carried out and the identity of the person(s) who will be responsible for the administration of the grant;
- Provide adequate information regarding the identity and financial status of the applicant and the status of the person(s) who will carry out the project/work;

Grant Assessment Process

All grant applications will be acknowledged by the Clerk and an indication given as to when the application will be determined;

If it appears to the Clerk that the application is submitted by an organisation which is one that would be excluded (as defined earlier above) then in consultation with the Chairman, that application may either be rejected without further reference to the Committee or, in case of any doubt, submitted to the Committee in the usual way for determination.

The Trustees determine applications following recommendations from its Grants Committee. The Grants Committee and the Trustees meet quarterly in the second and fourth weeks respectively of January, April, July and October of each year;

In considering grant applications the Trustees will carry out sufficient due diligence to ensure that the request for funds comes within the Charity's objects and the priorities for support set out in this policy or as may be subsequently amended;

In determining grant applications the Trustees will take account of the following factors (which are not intended to be exhaustive but illustrative only):

- To what extent does the application align with Laslett's priorities as set out above?
- Is the organisation and those that will benefit from a grant located within Worcestershire or close to its boundaries or further afield?
- Will the grant, if awarded, trigger the payment of further funding ie match funding from elsewhere?
- Who are the intended beneficiaries and can it be demonstrated that they will receive a benefit or provision not otherwise available to them?
- Will the grant result in creating a resource which has ongoing and long term benefit for the organisation and its users/clients?
- Is the project/work of the organisation overall a sustainable one?

The decision as to whether or not a grant has been successful will be communicated to the applicant within one week of the meeting of the Board of Trustees;

The decision will be final and not subject to appeal. Neither the Grants Committee nor the Trustees nor the Charity itself will be obliged to provide an explanation should the application be unsuccessful though if requested, the Clerk may indicate in general terms why that should have been so.

Monitoring

The Trustees wish to monitor the progress of projects/works for which grant funding has been provided. Upon receipt of the grant the applicant will be asked to provide feedback by way of letter or email addressed to the Clerk as to how the grant has been utilised.

If the grant is payable by instalments either within a period of one year or because the Charity has entered into a longer term funding arrangement then the payment of such further instalments will be dependent upon satisfactory progress having been demonstrated . The Trustees reserve the right (subject to representations being made by the applicants) to withdraw the grant in the event of progress being unsatisfactory.

If any part of the grant shall be surplus to the requirements of the project or work as set out in the application, then such surplus will be refunded to the Trustees unless otherwise agreed.

Grants Policy – Emergency (Covid 19) Funding

As a means of providing urgent funding to organisations which may be affected by the Covid 19 pandemic which arose in March 2020, the Trustees have set up a separate policy (see pages below) to deal with any applications that may result. Whether or not to determine any application submitted under that heading or to treat in accordance with this general grant making policy will be in the ultimate discretion of the Trustees including delegation of that decision to their Chairman and Clerk.

(Policy adopted by Laslett's Trustees on 26th January 2016)

(Policy adopted by Laslett's Trustees with revisions on 30th January 2018 and 27th October 2020)

Emergency Funding Policy follows below:

Laslett's Charities

Laslett's Almshouse Charity RCN: 233695 Laslett's Hinton Charity RCN: 233696

Stephen Inman
Clerk to the Trustees



Kateryn Heywood House
Berkeley Court
The Foregate
Worcester WR1 3QG

admin@lasletts.org.uk
01905 317117

GRANTS POLICY – EMERGENCY (COVID 19) FUNDING

Introduction

This policy is designed to accommodate the award of grants which both deal with the immediate and time dependent hardships caused by the Covid-19 crisis or might be used to support on-going charitable activities threatened by the unprecedented social and economic circumstances. It will be operated alongside the existing grants process until such time as there is some return to normality.

The policy replicates many of the provisions of the existing grant making policy that has been applied by Lasletts to funding applications. It sets out the main features ie objects of the charity, principles, priorities and exclusions but modifies the grant application and grant assessment process with a view to dealing with applications in a swifter and more urgent manner than otherwise would be the case.

Laslett's Charities comprise the two independent but related charities known as Lasletts (Almshouse) Charity and Laslett's (Hinton) Charity both of which are registered with the Charity Commission and numbered 233695 and 233696 respectively. Laslett's (Hinton) Charity has the capacity to make available grant funding in accordance with its original objects.

The aim of this policy is:

- to provide clear information to those who seek grant funding;
- to provide guidance as to how applications should be submitted and how they are determined;
- to assist the Trustees in making decisions as to grant funding .

The Objects of Laslett's Charities

Under the terms of the Laslett's Trust Deed dated 17th January 1879, the Trustees shall from time to time apply the net rents and profits of the trust properties in or towards all or any one or more exclusively of the others or other of the following objects:

1. Assisting poor aged or infirm persons in such manner as the Trustees may think fit;
2. Providing and maintaining Almshouses or other Homes for aged poor men or women either in conjunction with or separate from and in addition to the Almshouses in the City of Worcester already established and endowed by the said William Laslett and making allowances to the inmates of any of the said Almshouses and other Homes so as to be provided and maintained or already established and endowed as aforesaid for their maintenance and clothing;
3. Maintaining educating and teaching poor Children who have lost one or both of their Parents and other destitute neglected or ill-treated Children;
4. Paying for the admission of such Children into suitable Homes and Institutions and for the maintenance and education there or at the option of the Trustees building and maintaining a Home or Institution for the reception of such Children as aforesaid either on part of the said trust premises or on any other land by law applicable for such persons or that may hereafter become legally applicable for such purposes;
5. Providing and Maintaining or contributing to Hospitals Infirmaries or other Institutions for the relief of poor persons suffering from disease or accident;
6. Supplying coal food and clothing or any of them to deserving persons in times of inclement weather or urgent need; and
7. Generally feeding the hungry clothing the naked and causing the Gospel to be preached to the poor in such manner as the Trustees shall from time to time deem most beneficial.

Principles

In awarding grants, the Trustees will apply the following principles:

Applications should come from established charities which are registered with the Charity Commission and which themselves have charitable objects which broadly align themselves with those expressed by the Laslett's trust deed.

The Trustees would not normally fund an individual direct but may with discretion do so through an established charity eligible in its own right to receive a grant.

The Trustees would not normally support applications from national charities unless they were able to demonstrate some affinity within the historic county of Worcestershire or close to its boundaries or that some tangible benefit would accrue to persons living within that area.

Applications from previous recipients of grants or from previously unsuccessful applicants will be considered by the Trustees afresh. Although the Trustees will have regard to the outcome of the previous grant or the reason for not previously awarding a grant, any new application will receive neither preferential nor adverse consideration.

Laslett's will work in partnership with organisations to fund initiatives beyond the scope of a single organisation.

Any emergency grant funding will be restricted in nature to the precise purpose as specified in the application or as otherwise as specified by Laslett's in its decision letter

Priorities for support

The number of projects which can be supported is limited to the (variable) amount of funds available for distribution in any year. It is inevitable therefore that the number of applications and the request for funds may exceed the financial provision available for grants. To assist in the decision making process, the Trustees have determined that subject to fulfilling one or more of the Charities' Objects (1-7) as set out above, the priorities for funding at the present time and until further review will be:

- charities providing almshouse accommodation within Worcestershire including Laslett's (Almshouse) Charity;
- charities providing practical skills for young people and adults who are subject of rehabilitation from alcohol and drugs and/or those being rehabilitated into the community following a custodial sentence;.
- health orientated charities providing support and welfare to poor aged or infirm persons, children and families;
- welfare orientated charities providing support to poor aged or infirm persons including the homeless within Worcestershire;
- advice charities specialising in promoting the overall welfare and wellbeing of individuals.

The above are not listed in any order of priority.

The priorities in this policy are reviewed every year (or more often if deemed necessary by the Trustees) and may be changed in accordance with the Trustees' view of the most effective application of available funds at any point in time. Any change to these priorities must still fulfil the charitable purpose and the Charities' Objects.

Exclusions

Laslett's do not make grants (emergency or otherwise) to the following:

- Individuals (other than through a qualifying organisation)
- Overseas charities;
- Community Interest Companies;
- Profit based organisations.

Laslett's will not make emergency grants to the following:

- National appeals;
- Activities and/or recipients located well outside the geographic area referred to above;
- Major building projects involving the acquisition of land or property;
- Organisations having an income in excess of £10M per annum averaged over a two year period and/or net assets in excess of £100M;
- Organisations having non-allocated reserves in excess of one year's general expenditure averaged over a two year period;
- Organisations which show their charitable spending generally to be less than 50% of their total income.

Grant Application Process

Applications may either be submitted by post to:

The Clerk to the Trustees, Lasletts Charities, Kateryn Heywood House, Berkeley Court, The Foregate, Worcester WR1 3QG.

or, preferably electronically to:

admin@lasletts.org.uk

The application should be submitted on the template form headed “Grant Funding – Emergency Application” which may be downloaded from the website. To speed up the process no further documentation is required unless applicants voluntarily wish to submit that but instead the intention is that applicants will answer the standard questions on the form.

Grant Assessment Process

All grant applications submitted will be acknowledged by the Clerk or Administrator and an indication given as to the time period within which the application will be assessed and determined. It is hoped that such period would not be more than one month. The application will go before a Panel of trustees specially constituted for the purpose of dealing with emergency funding applications.

The decision as to whether or not the grant will be forthcoming and for what amount will be communicated to the applicant within two days of determination by the Trustees by the Clerk or Administrator.

The decision will be final and not subject to appeal. Neither the Panel nor the Trustees nor the Charity itself will be obliged to provide an explanation should the application be unsuccessful.

If any part of the grant shall be surplus to the requirements of the application as set out then such surplus will be refunded to the Trustees unless otherwise agreed.

(Policy adopted by Laslett’s Trustees on 6th May 2020 and updated 27th October 2020)