

1. Charitable Purpose and Objectives

- a. This policy explains the criteria and methods by which NCF makes decisions to award grants of money to further its objectives, as described in its constitution
- b. Grants and donations are made by the trustees at their discretion, and only for furthering those objectives
- c. Objects of NCF (stated in the Constitution):

“The objects of the CIO which are for the public benefit, are specifically restricted to the following:

(1) the advancement of amateur sport by promoting the study and practice of chess in all its forms, principally, but not exclusively, for the benefit of the residents of, and for all people who have lived, worked, studied or played league chess in the County of Nottinghamshire and surrounding areas; and

(2) the advancement of education by promoting the development of people through the teaching and practice of chess.

Each object will be achieved by provision of financial support to chess projects initiated by not for profit organisations, groups and individuals.”

2. Priorities and Limitations

- a. The priorities for NCF are described in the separate document ‘*Chess Strategy*’. Projects that coincide with these priorities are more likely to gain support.
- b. Other proposals that are not reflected in the Chess Strategy will also be given consideration.
- c. NCF will not usually consider funding the normal ongoing or day-to-day running costs of an organisation, club or event.
- d. NCF’s ability to make grants is necessarily restricted to its income and other financial assets. When multiple applications exceed the income available, the principles given below will be applied.
- e. NCF encourages applicants also to seek funds from other sources where feasible.
- f. Grants will normally be made only to not-for-profit organisations or groups.

3. Principles applied in deciding whether to approve grant applications:

- a. The geographical area of benefit is specified as Nottinghamshire. Applications from areas outside the county will be considered provided the beneficiaries substantially include those who have lived, worked, studied or played league chess in Nottinghamshire
- b. The number of potential beneficiaries (i.e. the more the better)
- c. Risk assessment made by NCF trustees, including:
 - i. The likelihood of achieving the stated aim of the project,

- ii. The amount of benefit (in terms of numbers or expected chess development) compared with the value of the grant,
- d. It is not a prerequisite that an organisation should provide part of the funds for its own project. However, partial self-funding is a favourable factor in the assessment of a grant application.

4. Assessment and Decision-Making

- a. Each proposal will be considered on its own merits, using the information provided. No previous knowledge should be assumed for the trustees.
- b. Due diligence work for previous proposals by the same applicant (whether successful or not) will be made available to the trustees.
- c. Initial assessment will be made to ensure the application meets basic criteria for funding, as per objects of NCF (see section 1)
- d. Principles and priorities stated here and in the Chess Strategy will be applied.
- e. The decision of the trustees is final.
- f. Trustees are not obliged to provide explanation in the event of non-success.
- g. Trustees will endeavour to give timely decisions when a time-critical factor is indicated.

5. Due Diligence

- a. The trustees will carry out sufficient due diligence on any potential beneficiary to ensure:
 - i. The identity and good standing of the applicant and their organisation,
 - ii. That funds will not knowingly be used for any illegal purposes, especially regarding:

Money laundering in accordance with the operative *Money Laundering regulations*;
Terrorist financing in accordance with the *Terrorist Act 2000*;
Bribery in accordance with the *2010 Bribery Act*,
 - iii. Validity of other contributor(s) where NCF is not the only provider of funds.
- b. The degree of due diligence will be appropriate to the size of the grant requested.
- c. Due diligence may be reduced for applicants previously known to NCF or known to be fulfilling the objectives of NCF.

6. Administration & Procedure

- a. All projects must be submitted via NCF website on the '*Grant Application Form*'. [See example form in the Appendix]
- b. For any queries or problems concerning the online application, direct contact may be made to NCF trustees, initially via email.
- c. Trustees may seek further clarification of detail before, during or after formal consideration of the application.

- d. The applicant will be notified of the date, where applicable, of the NCF meeting at which their proposal will be considered. The applicant may be invited to attend the meeting.
- e. The decision will be notified in writing (via email).
- f. The funds, once agreed by the Trustees, will be paid via online bank transfer if possible.
- g. A trustee may be appointed to act in a liaison/support role for the project, and to act as first point of contact for NCF.
- h. An end-of-project report to NCF is required, providing a summary of project itself and the outcomes. In the case of a project covering a long period or with major financial input from NCF, one or more interim reports may be required.

This policy is subject to review and change by the trustees

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