

The EPIC Charity - Bristol

Funding Policy

1. The Objects of *The EPIC Charity - Bristol*

- To support Bristol's care-experienced community through:
 - (a) The provision of recreational and leisure time activities provided in the interest of social welfare, designed to improve their conditions of life;
 - (b) Providing support and activities which develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals.
- To help Bristol's care-experienced community, especially but not exclusively through leisure time activities, so as to develop their capabilities that they may grow to full maturity as individuals and members of society.

2. Priorities for support

The number of applications which can be supported by *The EPIC Charity - Bristol* is, by necessity, limited to the amount of funds available for distribution in line with the Charity's general reserves policy. The Board of Trustees will set aside an annual budget for grant-giving which will be reviewed at least annually to ensure appropriate allocation of resources.

3. Principles

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

3.1 Applications may be made by individuals who are or were in the care of Bristol City Council, and are or will be eligible for a leaving care service.

3.2 All applications from previous recipients of grants or from previously unsuccessful applicants will be considered by the Charity on their own merits. Although the Charity will have regard to the outcome of the previous application, any new application will in no way receive preferential or adverse consideration.

3.3 Applicants will normally be aged 13 -25. In exceptional cases, the Charity may consider applications from people outside of this age bracket.

3.4 The Charity will not, save in exceptional circumstances award single grants for sums in excess of £500 per year.

3.5 The Charity may work in partnership with other organisations and establishments to fund grant applications.

3.6 The charity may consider awarding a single grant in excess of £500 to a group made up of exclusively care-experienced children and young people.

4. Exclusions

4.1 The Charity does not accept applications for grants from organisations.

4.2 The Charity will not award grants for applications that do not meet with the Charity's objects.

4.3 The Charity reserves the right to turn down any application and there is no obligation on the Charity to provide a reason for its decision. Each decision is final and there is no appeal process.

4.4 The charity will not award grants for any activity normally funded elsewhere, save in exceptional circumstances.

5. Grant application process

All applications for grants should be completed in conjunction with this policy. They must be made by using *The EPIC Charity - Bristol* application form, completed in full and may be emailed to *EPIC Bristol* at: epicfund@bristol.gov.uk or alternatively posted to us at B-Bond

6. Information requirements when making a grant application

Before awarding a grant to any individual; the Charity require that the application should:

6.1 Inform the Charity of the purpose of the application and the way in which the grant will be used including expected outcomes to the applicant;

6.2 Where the application is dependent on subcontracting work to a third party, eg sports training; it is essential that the applicant confirms that they have undertaken a full due diligence of all relevant qualifications and processes carried out by the individual or organisation providing them with a service. The charity takes no responsibility and accepts no liability whatsoever for assessing the suitability of third party products or services purchased from funds awarded.

6.3 Applicants must inform the Charity of the full names and contact details of one referee (as detailed in the grant application form) who are prepared to support their application. Agreement must have been gained by the applicant for the Charity to contact the referees and for their details to be utilised for such purposes;

6.4 Applicants must provide adequate information regarding their current education, housing or employment status.

6.5 Applicants will be required to provide information regarding their identity. The Charity may request this during the assessment of the application (it is not required on initial application).

6.6 Applications must be signed or verified by the applicant (or in the case of applications by persons under the age of 18 years by someone with parental responsibility) to confirm that all information provided is correct so it can be verified by the Charity.

7. Assessment process

7.1 All grant applications will be subject to initial assessment to ensure they meet the basic criteria for funding. Applicants must be prepared to provide further information as the Charity may reasonably require in order to assist them in their decision-making and due diligence process. Grants will be considered by the Charity and the Charity will aim to write to all applicants informing them of the outcome of their application for funding within 12 weeks. Urgent applications will be considered as soon as possible, following receipt of a completed application (including all necessary paperwork to accompany the application).

7.2 Applicants should note that, as with many other charitable trusts, *The EPIC Charity - Bristol* may well receive far more applications than it has funds to support. Even if an application fits within the criteria and priorities of the Charity and a detailed assessment has been made, the Charity may still be unable to provide a grant.

7.3 The Charity will not be obliged to provide an explanation to the applicant should the applicant's application be unsuccessful.

7.4 If the application is successful; the Charity reserves the right to issue the grant funds directly to the supplier/provider of the goods or services that the applicant has specified that the grant is to be used for rather than make a payment to the applicant. For example, membership fees may be paid directly to a sports club.

8. Monitoring outcomes from grants awarded

8.1 It is the policy of the Charity to monitor all grants made. To this end, before a grant can be confirmed, conditions may be stipulated appropriate to the application and progress may be

assessed against agreed targets and/or milestones.

8.2 If the grant is payable in instalments, then payment of subsequent grant instalments may be dependent on satisfactory progress having been demonstrated and the Charity reserves the right to withdraw the grant on receipt of unsatisfactory progress update reports.

8.3 The Trustees also will expect to receive copies of any published articles, papers or other outputs which may result from the grant. Should any of the articles refer to *The EPIC Charity - Bristol* it is essential that the Chair of Trustees of *The EPIC Charity - Bristol* is informed and provides consent for the detail to be published.

8.4 The Charity may contact the grantee in the period following the award of the grant in order to identify progress against the objective of the grant.

8.5 The charity may require evidence of outcome of the grant such as feedback, photos, or certificates.

9. *The EPIC Charity - Bristol* Funding Policy must be read in conjunction with *The EPIC Charity - Bristol* Privacy Policy. By submitting a Grant Application the applicant confirms that they have read, understood and agreed to relevant policies.

10. *The EPIC Charity - Bristol* may require a named worker to support the young person to access the full potential of their grant.

11. Variations to this policy

11.1 The Board of trustees may vary the terms of this policy from time to time.

Approved by the Board of Trustees 6th October 2020

Updated by the Board of Trustees 18th October 2021