



Q & A regarding Grant-making Policy

January 2024

The Charity Commission strongly advise that the organisation (Jessica's Promise) puts a grant making policy in place, see GRANT-MAKING Policy reviewed on March 3rd 2024. This is to demonstrate that the trustees are making grants in furtherance of charitable purposes for public benefit, and can retain discretion over funding in a fair and reasonable way. The trustees should put the grant-making policy in place as a priority; this should set out how the trustees:

Q1) Identify and select beneficiaries

All children and Young people in amateur sports (under 25 years old)

Q2) Identify what criteria must be met in order to qualify for support

Referrals made through professionals via email to Jessicaspromise@gmail.com: Education settings, Social Services, Sports professionals i.e. committee members, coaches, referees (not exhaustive to other professional bodies)

Q3) Obtain report-back on the end use of the grant to ensure that the funds have been applied for the purposes for which they were intended

Conversation with professional who referred, occasional photo to promote on social media

Q4) Promote the organisation's activities to the beneficiaries

AGM held typically end of February beginning of March.
Regular email to trustees
Promote as necessary through social media

Q5) The trustees also need to consider the following, whether:

They use a formal application form or require a simple application to be made in writing;

All applications through email info@jessicaspromise.org

They have a funding ceiling i.e. a maximum that any one individual, organisation or project can receive during the financial year;

No minimum or maximum currently, this will depend on the financial position of Jessica's Promise

They make one-off grants or agree continual funding over a period of months/years etc.

One off grants initially, this will again be depending on financial situation

The trustees of Jessica's Promise understand the following: is important to note that fundraising and providing general or unrestricted donations is not charitable in and of itself. A fundraising organisation acts merely as a channel or passage for funds. Rather, a clear distinction needs to be made between an organisation which simply passes over the funds it raises and one which exercises real and substantial discretion in applying those available funds for the benefit of the organisations and individuals it supports (i.e. via grants). In a grant-making organisation, the trustees must be involved in selecting the ultimate purpose for which the funds are to be applied and ensuring that the funds have been applied for the specific purposes for which they were intended. Before the trustees decide to make any grants, they should:

- 1) Make sure they understand their charity's purposes;

To Support Children and Young people in Sport

- 2) Make sure they understand and follow robust decision-making principles; and
Put in place appropriate systems and procedures for making decisions about grants.

Decisions will be made once 3 Trustees agree to the spending of funds

- 3) Take reasonable steps to assess risks and carry out appropriate checks on the organisation to ensure that it is suitable for your charity to work with; and

Be aware that the trustees remain responsible for grant decisions even if decisions are delegated, and understand where extra care may be needed.

- 4) Put appropriate monitoring arrangements in place;

All trustees can access all financial business at any time

- 5) Know what do to if things go wrong.

Any trustee can call an emergency meeting