



Faringdon Dramatic Society

GRANT-MAKING POLICY

1. Purpose of this Policy

This policy sets out how Faringdon Dramatic Society makes grants in a fair, transparent and accountable way. It ensures that all grants are made only in furtherance of the charity's objects, that charitable funds are properly controlled, and that trustees meet their legal duties under charity law.

This policy applies to all grants made by the charity and will be reviewed at least every three years or sooner if required.

2. Charitable Objects

The charity's objects are:

To promote the advancement and improvement of general education in relation to all aspects of the art of drama and musical theatrical performance for all in the local community.

All grants must clearly further these objects and provide identifiable public benefit.

3. Who the Charity May Make Grants To

The charity may make grants to:

Individuals or groups participating in amateur drama and related performing arts and further education relating to drama, theatre and related performing arts.

Community groups, schools, or voluntary organisations engaged in dramatic or theatrical activity.

Affiliated or partner organisations whose activities align with the charity's objects

Grants may be used to support, for example:

Participation in theatrical productions

Training, education or skills development in drama

Costs associated with performances, rehearsals or productions

Measures to improve access, inclusion or participation in the arts

Grants will not be made for non-charitable purposes or for private benefit.

4. Application Process

1. Application Requirement

All grant requests must be made in writing using a form approved by the trustees.

2. Information Required

Applications must include:

- Applicant details and status

- A description of the activity or project to be funded

- How the grant will further the charity's objects

- Amount requested and proposed use of funds

- Proposed timescale

- Any other sources of funding

- Confirmation that funds will be used solely for charitable purposes

3. Submission and Timing

Applications may be submitted on a rolling basis or by set deadlines as determined by the trustees.

5. Assessment and Decision-Making

Applications will be assessed by the trustees against the following criteria:

- Alignment with the charity's objects

- Clear charitable purpose and public benefit

- Artistic, educational or community merit

- Value for money and appropriate use of funds

- Need for financial support

- Ability of the applicant to deliver the proposed activity

Trustees will:

- Act collectively and independently
- Declare and manage any conflicts of interest
- Record decisions and reasons in the minutes

No trustee may participate in a decision where they have a conflict of interest.

6. Grant Conditions

All grants will be made subject to conditions, which may include:

- Use of funds only for the agreed purpose
- Timescales for use of the grant
- Requirements to provide evidence of expenditure
- A requirement to acknowledge the charity's support where appropriate

The charity reserves the right to reclaim funds if they are not used in accordance with the agreed terms.

7. Monitoring and Follow-Up

The trustees will ensure appropriate follow-up of grants by:

- Requiring written reports or accounts of expenditure
- Requesting receipts or other financial evidence where appropriate
- Monitoring outcomes against the stated purpose of the grant

This monitoring will be proportionate to the size and risk of the grant.

8. Record Keeping

The charity will keep clear records of:

- Applications received

Decisions made and reasons

Grants awarded and amounts

Monitoring and follow-up actions

These records will be retained in accordance with legal and regulatory requirements.

9. Review of Policy

This policy will be reviewed regularly by the trustees to ensure it remains appropriate, effective and compliant with the Charity Commission guidance