

## **Kenilworth Runners Grant-Making Policy**

### **1. Purpose**

- i. This purpose of this policy is to set out the principles, criteria and processes that govern how Kenilworth Runners makes grants.
- ii. A grant is defined as a financial award the Club makes from its funds to support activities conducted by registered charities and other non-profit organisations.

### **2. Introduction**

Kenilworth Runners is a registered charity. It is governed by a board of trustees.

Its Objects are:

- To advance the amateur sport of running in Kenilworth and its surrounding area for the public benefit by the provision of facilities and services for participation in the sport of running.
- To further such general charitable purposes according to the law of England and Wales by any means as the trustees shall in their discretion determine.

The second object is designed to allow the Club to make grants from surpluses arising from its external races.

The trustees ensure proper governance of the Club's grant-making through:

- Grant-making principles.
- Grant-making criteria.
- Grant-making process.

### **3. Grant-making principles**

The principles are as follows.

- The Trustees have collective responsibility for all grant-making decisions.
- The Trustees will obtain a written statement describing how the grant will be spent by each grantee.
- The Trustees may make grants to registered charities and other non-profit organisations.
- The Trustees reserve the right to apply conditions to any grant.

#### **4. Grant-making criteria**

The criteria are as follows:

- Whether the charity or other non-profit-making organisation will use the grant locally, meaning Kenilworth/Warwick and surrounding 25km radius.
- Whether the charity or other non-profit-making organisation furthers our sport or health and fitness in general.
- Whether the charity or other non-profit-making organisation has provided volunteers (marshals etc) for our races, sometimes done on a grant per volunteer provided basis.

It is expected that grants will be made to organisations which fulfil at least one of these criteria.

#### **5. Grant-making processes**

The process is:

- A budget will be set at the start of each financial year including a budget for grants.
- The budget will include amounts needed for grants to local organisations to provide marshals and other volunteers for Club races.
- The potential for grants will be advertised on the Club's website and by other means of advertising in Warwickshire, as well as through member communications. The aim will be to encourage grant applications from organisations not necessarily known to the trustees.
- Decisions will be taken by the trustee board in the context of the budget and latest forecasts including the known surplus from races.
- In agreeing grants trustees will be mindful of the trustees' reserves policy.
- A grantee must provide a written statement setting out how the money will be spent and a written report after it is spent.