

Hickling Broad u3a Grants and Subsidies Policy

SCOPE OF THE POLICY

This policy applies to the work of Hickling Broad u3a (hereafter 'the u3a'). The policy gives guidance to the Committee for the receipt, management and distribution of grants and subsidies.

Any Grant funding must meet the Charitable Objects of the u3a which are:

The advancement of education and, in particular, the education of older people and those who are retired from full time work by all means, including associated activities conducive to learning and personal development, in Hickling and its surrounding locality.

The policy is reviewed on an ongoing basis by the u3a Committee members to ensure that the u3a is compliant with the principles and objectives of the u3a and the National u3a movement.

EXTERNAL GRANTS AND BEQUESTS

The u3a may act as 'banker' for external grants and bequests received on behalf of the u3a or specific interest groups. Where grants and bequests are made for a specific purposes or interest group, they are ring-fenced and expenditures approved by the Committee. For accounting purposes, the transactions are a simple in and out with a detailed paper trail.

INTERNAL GRANTS TO INTEREST GROUPS

Although the Committee fully supports and encourages the self-help philosophy of the u3a there may be occasions when interest groups require financial help. The Committee would therefore consider applications for grants or support which fall into the following categories:

- Start-up grant/loan
- A one-off event
- Capital purchases or events to enable the future health of the interest group

Applications submitted to the Committee before expenditure is committed should include:

- Purpose of grant
- Current financial position of the interest group if the grant is for a capital purchase
- A fully costed budget for the purchase or activity
- Amount applied for
- Will the interest group be making a contribution, if so, how much
- Could the interest group raise the amount, or part of the amount themselves?
- Is there a grant available from an external source?

INTEREST GROUP START UP GRANTS

If a grant is to help with start-up costs, applications should include:

- Feasibility study for the future of the interest group, including financial contributions from members
- Number of committed members
- Any capital or disposable items to be purchased

NB any capital items purchased with a grant from the Committee will belong to Hickling Broad u3a, not the Interest Group.

Grant Applications will be agreed at the discretion of a quorate Committee meeting and must not be seen as setting a precedent. There should be no expectation that a grant application will automatically be agreed.

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PERSONAL DEVELOPMENT OR HARDSHIP FUND

In exceptional circumstances the committee will consider individual grant funding for people in particular need or with particular personal circumstances such as disadvantage or disability, or where the individual can demonstrate that the money will be used in a project that will directly meet the Charitable objects of the u3a.

SUBSIDIES FOR EVENTS AND OUTINGS

Events and Outings should be self-funding, but in some instances for an event/outing to go ahead the Committee may be asked to underwrite any shortfall for costs if numbers participating fail to reach the break-even point.

Organisers of such events are asked to submit an Application to underwrite a shortfall in costs before a booking is made. The Application should show the number of participants needed to reach a break-even point and the amount of shortfall should numbers not exceed this point.

APPLICATIONS

Applications should be made to the Secretary who will submit the request to the Committee.