

CHATHAM MARITIME TRUST

COMMUNITY FUND GRANT POLICY – TERMS & CONDITIONS

1. Chatham Maritime Trust is a registered charity, whose charitable objects are primarily concerned with the wellbeing of the Chatham Maritime Estate, including its landscaping, environment, infrastructure, flood protection and amenities.
2. In addition, the Trust's objects cover the provision (directly or indirectly) of recreation and leisure facilities for the Chatham Maritime Estate and its neighbourhood, the Medway Towns, and others who can conveniently make use of them, and provision for the education and assistance of the young and other members of the Medway Towns community in order to develop their physical, mental and spiritual capacities.
3. To this end the Trust maintains a Community Fund, which it uses to support these additional community objectives. This support can be by direct organisation of activities, or by way of grant to others providing these activities.
4. Applications for grants from the Community Fund are welcome. Applications should be made on the appropriate form.
5. Where grants are given, the Trust asks that the recipient acknowledges the award in promotional material, and where possible provides the Trust with a report and photos that the Trust may use in its newsletter, website or e-publication.
6. The Community Fund has limited resources, and Trustees will be selective about awards. By way of assistance, the following guidance is offered to applicants
 - Applicants from established charities, organisations, companies or groups active in the community are welcome. You must be able to demonstrate sustainability of your organisation covering the period/project for which the funding is provided and until it's objectives are expected to be achieved. All applicants must demonstrate a genuine community benefit. Applications from individuals or groups of individuals will not be considered.
 - Applicants should be able to demonstrate that their proposal fulfils the objects described in (2) above.
 - The proposal must be based in or mainly benefit the population of the Medway Towns. Preference will be given to Chatham Maritime Estate -directed activities, then to the immediately adjacent areas, then the Medway Towns generally.
 - Grants will generally be for a minimum of £500 (though smaller grants may be considered) and only in exceptional circumstances will be above £5,000.
 - Grants will be one-off for specific purposes. Purchases of equipment etc., contributions to capital projects, or financing of specified one-off events will be favourably considered. The Trust will not usually supplement ordinary revenue funding, or give recurring or annual grants.
 - Unless specifically agreed otherwise, grants will lapse unless taken up within twelve months from date of award. The Trust does not make retrospective grants.
 - The decision of the Trustees on any application will be final, and no correspondence will be entered into.
 - On completion of the project, a feedback/evaluation form must be completed by the recipient of the award. Failure to complete this form may mean you have to repay the monies granted to you.

Applications should be submitted to: Chatham Maritime Trust, Unit 69, Dockside Outlet Centre, Maritime Way, Chatham Maritime Kent ME4 3ED.