



SISTERS *of the* HOLY CROSS CHARITABLE TRUST

A charity registered in England and Wales, No. 238426

Website: <http://www.holycrossengland.org.uk>

INITIAL PROPOSAL – ELIGIBILITY CHECK

Date (of Initial Proposal)		
Name of Organisation		
Charity Registration No. / Community Interest Company No. (if applicable)		
UK Bank Account (see General Eligibility 1.1)	<u>Account name:</u>	<u>Account number:</u> <u>Sort code:</u>
Project Summary (do not exceed 5 lines – <u>amplify in subsequent sections as appropriate</u>)		
Point of Contact (POC) for project	<u>Name:</u> <u>Position in organisation:</u>	
POC address and contact details	<u>Address:</u>	<u>Mobile tel no:</u> <u>Landline tel no:</u> <u>Email:</u>

A Privacy Notice is available on our website; see <http://www.holycrossengland.org.uk/privacy-notice.htm>. In brief: We collect information about you when you make an enquiry about our grant-making function. We collect further information when you submit an initial proposal or full application for the award of a grant, and in the normal course of providing those services to you. The legal basis for processing your personal data is having a legitimate interest. A minimal amount of personal data is collected, stored and processed, solely for the purposes described above.

1. General Eligibility (complete brief details)

1.1	Grants may be requested by UK-based organisations delivering projects within the UK. Any such organisation must be able to receive a grant into a UK bank account.	
1.2	Applications must demonstrate sponsorship by, and ongoing support from, a Roman Catholic / other Christian organisation or individual (referees will be required).	
1.3	Preference will be given to projects which benefit people / communities in the Roman Catholic dioceses of Northampton, Southwark, Westminster and Brentwood.	
1.4	Grants may be requested for both capital and revenue costs, such as (<i>this list is not exhaustive</i>): purchase of equipment and consumables; operational / running costs; hire of premises and facilities; staff salaries and other core costs; construction / alteration / repair of buildings;	<u>(see space for extra details at Clause 3 overleaf)</u>

2. Purpose (complete brief details)

2.1	Projects must support <u>one or both</u> of the categories at 2.1(a) & 2.1(b):	
2.1(a)	children and young people, up to and including age 25;	
2.1(b)	the disadvantaged, marginalised and vulnerable in society (not age-dependent).	
2.2	Projects must aim to deliver <u>one or both</u> of the purposes at 2.2(a) & 2.2(b):	
2.2(a)	opportunities / support for holistic education, training and/or personal development;	
2.2(b)	opportunities / support for those on a journey of Christian faith.	
2.3	Grants requested for <i>humanitarian purposes</i> may benefit people of all faiths, or no faith	
2.4	Grants requested for <i>faith purposes</i> must benefit people of the Roman Catholic or other Christian faith	

3. Type and Size of Grants (complete brief details including the amount requested)

3.1	Grants may be requested to a combined maximum of £25K (including VAT where appropriate) per project, or £25K per annum in the case of salary contributions, as follows:		
3.1(a)	One-off grant / project setting-up costs May include both capital and revenue costs to a combined maximum of £25K (<i>but see limitation regarding building works, below</i>)	Up to £25K	
3.1(b)	Operating costs (1 year only) Re-application may be made for subsequent years but success is not guaranteed	Up to £25K	
3.1(c)	Salaries / capitation costs (maximum 2 yrs) The maximum grant will be 75% of capitation (salary / employer's NI / employer's pension contribution) for 2 years. The trustees reserve the right to withdraw funding for Year 2 if the project is failing or its purpose has changed	Up to £25K p.a.	
3.1(d)	Building works (applies to projects involving construction / alteration / repair of buildings and real estate) The applicant will be expected to contribute (or find from another source) at least 25% of total costs	Up to £15K	
Where did you learn about our grant-making trust?			