

## **Grant-Making Policy**

### **1. Purpose of the Policy**

The purpose of this policy is to:

- 1.1. Create a standard for The Childhood Trust's grant-making processes.
- 1.2. Highlight the responsibilities of both organisations in receipt of funding from The Childhood Trust's and The Childhood Trust itself.

Any organisation that receives funding from The Childhood Trust, must agree to be bound by The Childhood Trust's Terms and Conditions (see Appendix 1), which must be signed by all organisations.

### **2. About The Childhood Trust**

The Childhood Trust is London's child poverty charity, that supports children experiencing poverty and facing disadvantage in London. We achieve this by funding and delivering programmes that address their practical and emotional needs. By bringing companies, philanthropists and other donors together we ensure that resources are directed to exactly where they are needed.

The Childhood Trust has an Impact Strategy and Theory of Change against which it measures the impact and outputs of grants. The Impact Strategy and Theory of Change can be found on the Trust's [website](#).

### **3. Defining Key Terms**

At The Childhood Trust we use the following terms and their associated meanings:

- 3.1. Child: individual between the ages of 0-18
- 3.2. London: the 32 London boroughs plus the City of London, sometimes referred to as the 33 boroughs of London.
- 3.3. Experiencing poverty: this refers to living in absolute and relative poverty, and when children lack an acceptable level of material resources and experiences relative to their peers in the U.K. This includes but is not limited to having a nutritious diet, participation in leisure and recreational activities, living in homes with a minimum standard of basic amenities such as cooking facilities, hot running water, heating and free from damp, mold and living free from the stress and uncertainty caused by not having enough money in the household to achieve these things.

### **4. Eligible Organisations**

- 4.1. All organisations applying for funding must meet the following criteria:
  - 4.1.1. Either a registered charity or an organisation with exempt charity status.
  - 4.1.2. Over £25,000 annual income.
  - 4.1.3. Receive no more than £10million a year in donations or legacies.
  - 4.1.4. Have filed at least one year's accounts.

- 4.1.5. At least three unrelated members on their management committee or board.
- 4.2. As London's child poverty charity, we only support organisations that work within this remit:
  - 4.2.1. Children will be the primary beneficiaries of the funding.
  - 4.2.2. Children benefitting will experience positive changes in their lives from the activities or services provided.
  - 4.2.3. Children benefitting from the funds are based in London.
  - 4.2.4. Children benefitting are experiencing poverty.
- 4.3. The Childhood Trust will only fund activities that are charitable, as defined by charity law.
- 4.4. National charities will be considered on the condition funds are restricted to benefit children from London.
- 4.5. Organisations seeking to re-grant funds will be considered on the following conditions:
  - 4.5.1. the organisation funded meets all the required criteria.
  - 4.5.2. the work being funded by the re-grant is in alignment with The Childhood Trust's mission and meets the Trust's eligibility criteria for funding.
  - 4.5.3. the organisation receiving the re-grant is not directly accessing funding from The Childhood Trust.
- 4.6. Organisations must evidence safeguarding, governance and financial processes and procedures that align with our due diligence requirements.

## 5. Activities Excluded from Grant-Making Support

- 5.1. Individuals including hardship grants or educational bursaries.
- 5.2. Projects that are primarily focused on advancing political ideologies.
- 5.3. Projects that are primarily focused on promoting religious beliefs, conducting worship activities, or proselytising are not eligible for funding. However, projects led by faith-based organisations that address CYP needs in a non-religious and inclusive manner and not seeking to influence personal beliefs will be considered.
- 5.4. The repayment of loans or the payment of debts.
- 5.5. Capital costs<sup>1</sup> that are not used to deliver project outcomes and impact.
- 5.6. Retrospective funding for activity prior to the campaign end date.
- 5.7. Accommodation for homeless children or families.
- 5.8. Applications from any government related bodies.
- 5.9. General awareness-raising, advocacy or research (unless it is carried out in conjunction with service delivery/intervention which falls under one of The Childhood Trust's four impact areas)
- 5.10. Trips abroad.
- 5.11. Childcare where there is no evidence of additional need.

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<sup>1</sup> As defined by SORPS and relates to an endowment.

## 6. Charities Participation in Matched Funding Campaigns

### 6.1. The application procedure:

- 6.1.1. The Childhood Trust has an open application policy.
- 6.1.2. Initial applications are made through a third-party fundraising platform
- 6.1.3. Partnerships applications will be considered and must be led by one of the applicant organisations who will be responsible for the application, reporting and holding the relationship with The Childhood Trust.
- 6.1.4. Organisations who have been previously funded can apply again. Each application will be considered on its own merits; however, findings from past due diligence and issues that have arisen since the last application will be taken into consideration.
- 6.1.5. The Childhood Trust operates a two-track partnership model and organisations can choose to apply to one of them:
  - 6.1.5.1. Grassroots partners have a minimum annual turnover of £25,000 and a maximum of £100,000. The maximum campaign target that can be applied for is £40,000.
  - 6.1.5.2. Synergy partners have a minimum annual turnover of £101,000 and a maximum of £10million in donations and legacies (annual turnover can be higher than £10million).

## 7. Due Diligence

- 7.1. Due diligence checks are carried out on every organisation that applies to The Childhood Trust for funding, to ensure it fits within our mission and that the organisation operates with robust and effective practices. These checks can include, but are not limited to:
  - 7.1.1. Reviewing the funding application,
  - 7.1.2. Completion of due diligence audit,
  - 7.1.3. Reviewing the organisation's safeguarding, financial, governance, and other operations processes,
  - 7.1.4. Reviewing the organisation's published and public information and annual accounts,
  - 7.1.5. A phone call with or visit to an organisation.
- 7.2. Applicant organisations are expected to be responsive to requests for further information from The Childhood Trust. If an organisation is not responsive to these requests, this will be taken into consideration during the subsequent decision-making process.
- 7.3. Due diligence is carried out for every organisation, regardless of whether they have been funded by The Childhood Trust in the past. Issues arising from past due diligence and previous grants will be revisited and reviewed in subsequent checks.

## 8. Decision Making

- 8.1. The Childhood Trust has a Grant-Making Committee comprised of trustees, which makes funding decisions based on recommendations from the Childhood Trust's Campaigns team. These recommendations are based off an organisations' applications and findings

of due diligence checks. The Trustees are publicly accountable and have legal duties and responsibilities under charity law to safeguard The Childhood Trust and its funds.

8.2. The Trustees reserve the right to make funding conditional on the fulfilments of stipulations relevant to The Childhood Trust's priorities for support.

### 8.3. The funds

8.3.1. Funds will be allocated to activities that reflect both The Childhood Trust's priorities for support, and the requirements of the individual match-funding campaign.

8.3.2. The Childhood Trust will support organisations with a campaign target of no less than £8,000.

8.3.3. Payment of the funds will be made after Pledge Proofs have been received, according to the matched-funding model.

8.3.4. Organisations have up to three months after the campaign to receive their pledges; failure to receive pledges within this time will invalidate The Childhood Trust's offer of funding.

8.3.5. The Childhood Trust maintains the right to withhold funds at the Trust's discretion, should issues arise between making an offer of funding and the date of disbursement, until the issues are sufficiently resolved.

8.3.6. Each individual campaign will stipulate whether changes to funding plans outlined in the original application form are permitted. Where this is the case, requests to change plans must always be submitted to and approved by The Childhood Trust prior to changes being made. In the event changes are made without permission or before permission is given, The Childhood Trust withholds the right to request return of the The Childhood Trust funds awarded.

8.3.7. In the event The Childhood Trust's terms and conditions are not adhered to, The Childhood Trust withholds the right to request return of The Childhood Trust funds awarded.

8.3.8. Changes to The Childhood Trust's terms and conditions can be made any time and will not, unless specified otherwise, apply retrospectively to organisations already funded.

## 9. Due Diligence

9.1. Due diligence checks are carried out on every organisation that applies to The Childhood Trust for funding, to ensure it fits within our mission and that the organisation operates with robust and effective practices. These checks can include, but are not limited to:

9.1.1. Reviewing the funding application,

9.1.2. Completion of due diligence audit,

9.1.3. Reviewing the organisation's safeguarding, financial, governance, and other operations processes,

9.1.4. Reviewing the organisation's published and public information and annual accounts,

9.1.5. A phone call with or visit to an organisation.

9.2. Applicant organisations are expected to be responsive to requests for further information from The Childhood Trust. If an organisation is not responsive to these requests, this will be taken into consideration during the subsequent decision-making process.

9.3. Due diligence is carried out for every organisation, regardless of whether they have been funded by The Childhood Trust in the past. Issues arising from past due diligence and previous grants will be revisited and reviewed in subsequent checks.

## 10. Decision Making

10.1. The Trustees are publicly accountable and have legal duties and responsibilities under charity law to safeguard The Childhood Trust and its funds. The Childhood Trust has a Grant-Making Committee comprised of trustees, which makes funding decisions based on recommendations from the Childhood Trust's Campaigns team. These recommendations are based off an organisations' applications and findings of due diligence checks.

10.2. The Trustees reserve the right to make funding conditional on the fulfilments of stipulations relevant to The Childhood Trust's priorities for support.

## 11. Reporting and Data

11.1. Funds will only be transferred to the participating/lead organisation. Organisations must complete an official receipt of funding.

11.2. Funds must be spent by grantee organisations within circa twelve months of the relevant matched funding campaign.

11.3. Organisations that receive funding from The Childhood Trust are required to comply with the Trust's reporting requirements on all funds granted. Reporting is required on all funds raised through the campaign.

11.4. In the event reporting is not received, The Childhood Trust withholds the right to request return of The Childhood Trust funds awarded. This may also affect the organisation's ability to receive future funding from The Childhood Trust.

11.5. Reporting may include, but is not limited to, hosting project visits, completing impact surveys or feedback questionnaires, and/or providing quotes, testimonials, pictures/ video or other materials that can help us to evidence the impact of the funds.

11.6. Where requests for images, media and/or case studies are made, The Childhood Trust will always obtain consent, in line with the Trust's [Safeguarding Policy](#).

11.7. Information gathered through reporting will be used to report to The Childhood Trust's donors and showcase organisations on the Trust's website.

11.8. The Childhood Trust commits to ensuring transparency and publishing grant data published on 360 Giving.

11.9. Details of organisations funded can be published on The Childhood Trust's website.

## 12. **Other Grant-Making**

At the time of review, The Childhood Trust has no other funding programmes but reserves the right to implement further funding programmes should it be deemed opportune.

## 13. **Policy Review**

This policy will be reviewed and approved by The Grant Making Committee every year or in line with significant strategic changes at The Childhood Trust.

Policy last reviewed and agreed: December 2024

Next review date: December 2025

Policy owner: Head of Delivery