



## APPLICATIONS FOR THE HOSPICE FUND - 2021

### INFORMATION FOR APPLICANTS

Eligible hospices may apply for a one-off grant of up to £5,000 to support their core costs. Applications for capital funding or discrete projects will not be accepted for this year's funding round.

All applications must be submitted using the on-line form, which is accessible from the Trust's [website](#).

***Please note that due to the high demand on the Trust's finite resources, submitting an application form does not guarantee the award of funding.***

General information and [examples of previous grants](#) are available on the Trust's website.

#### **Eligibility**

Applications will only be accepted from hospices that are charities registered in the UK.

The Trust is unable to consider a further appeal from hospices which received an award from the Hospice Fund in November 2020. Hospices which received an award in earlier funding rounds, or which were unsuccessful in November 2020, are eligible to re-apply.

Potential applicants should note that it is **not** possible for the Trust to make donations in the following categories:

- a. To charities who are not registered as a charity within the UK
- b. Hospice service providers who are not registered members of either Hospice UK or Together for Short Lives
- c. Where support was provided by an award from the Trust's Hospice Fund in November 2020.

#### **Applications**

As part of the application process applicants will be asked to submit:

- A copy of the charity's most recent signed accounts
- A bank statement dated within the last 3 months
- CQC or equivalent rating and link to your page on the regulator website where this can be verified

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## **Definitions**

In completing section 4 of the application form, please ensure that you apply the following definitions:

- Figures provided for income, expenditure and reserves in the current year should reflect the most recent budget/management accounts agreed by your Trustees. The Trust is requesting this information to provide a more up-to-date picture of your financial position than your published accounts (which may not reflect the impact of the pandemic)
- Government funding – please provide details of any additional funds the charity will receive in the current financial year through the Government emergency support for hospices (through Hospice UK or Together for Short Lives), the Government’s Job Retention Scheme (Furlough) and any business support grants received.
- Fixed Assets are defined as the value of buildings and equipment less depreciation.
- Designated funds – funds the charity has chosen to set aside for a specific purpose
- Unrestricted funds – Funds available for use to support the activities of the hospice
- Restricted funds – funds held for specific or restricted purposes

## **Timing**

The window of application for this programme is between Monday 19 April 2021 and Wednesday 5 May 2021. Subject to the volume of applications, the Trusts aims to convey decisions and initiate payments to successful applicants by the end of June.

## **Outcome and Payments to Successful Applicants**

Should an award be made, the normal method of payment is by electronic payment direct to the award holder’s bank. Applicants are required to provide bank details and a scanned copy of the most recent (not more than 3 months old) bank statement for the Hospice bank account to which they would want any payment to be made. Failure to provide a copy of a bank statement may result in a delay in processing your application. Provision of incorrect bank details may result in the loss of an award. The Trust bears no responsibility for payments made using incorrect bank details provided by charities. Charities should contact the Trust if an award is not received or has been lost due to incorrect details.

## **Use of Professional Fundraisers**

The Trust will only accept applications directly from eligible hospices. It will not accept applications submitted on their behalf by professional fundraisers or individuals.

When completing the online application form:

- a. Sections 1 & 2 of the form must provide contact details for the applicant hospice.
- b. Contact details must be of an employee of the charity who is aware of the application and can be contacted.
- c. The application must be submitted by the applicant hospice itself.

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### **Terms and Conditions of Funding**

Applicants will need to confirm that they accept the Trust's Terms and Conditions of funding before submitting their application. Hospices wishing to submit an application should therefore ensure that the person completing the application has the authority to accept the Trust's Terms and Conditions on the hospice's behalf.

### **Further Information**

If you have any questions regarding the Hospice Fund, please contact the Trust. In line with Government advice on Covid-19, Trust staff are currently working flexibly, so please email at **donations@julesthornttrust.org.uk** rather than contacting us by phone. We will respond as promptly as we can.