

APPLICATIONS FOR THE HOSPICE FUND - 2020

INFORMATION FOR APPLICANTS

General information and examples of previous grants provided can be found on the Trust's [website](#). These may provide helpful background information, but the Trust has made a number of changes to its Hospice Fund for 2020 in recognition of the additional pressures many hospices are experiencing due to COVID-19 and the associated restrictions on normal activities.

Eligible hospices may apply for a one-off grant of up to £5,000 to support core funding. 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.***

Eligibility

Applications will only be accepted from hospices that are charities registered in the UK. Applications are not accepted from faith-based charities, charities operating outside the UK or for multi-year funding.

The Trust is unable to consider a further appeal from hospices which received an award from the Hospice Fund in 2019 (announced in December 2019). In the current, exceptional circumstances, the Trust has nevertheless relaxed its normal criteria to allow other, previously funded hospices to apply. With the exception of those hospices notified of an award in December 2019, the Trust's normal exclusion which prevents hospices from applying within 2 years of an award will not apply this year.

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

- a. To beneficiaries who do not have registered charity status. Regrettably the Trust cannot consider requests for financial help from community groups which are not registered charities or from or on behalf of individuals
- b. To overseas organisations, or to organisations based in the UK who use their funds for charitable purposes overseas
- c. To organisations raising money for medical or medically-related research,
- d. To faith-based charities,
- e. Where support was provided by an award from the Trust's Hospice Fund in 2019.

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.

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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.

Definitions

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

- Figures provided for budgeted expenditure and forecast income should be those agreed by your Trustees when approving the original budget for the current financial year (ie before any changes that you have subsequently made, or plan to make, in response to COVID-19)
- Free reserves are defined as unrestricted reserves less unrestricted fixed assets. Unrestricted reserves include designated funds
- Tangible assets are defined as the value of buildings and equipment less depreciation.

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.

Timing

The window of application for this programme is between Monday 27th April 2020 and midnight on Sunday 10th May 2020.

Outcome and Payments to Successful Applicants

Should an award be made, the normal method of payment is by electronic payment direct to bank. Applicants will be required to provide bank details and a scanned copy of the most recent (not more than 3 months old) bank statement for the 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.

Further Information

8. 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.