

The William Syson Foundation

Small Grants Programme

Terms and Conditions

Small Grants from The William Syson Foundation¹ are subject to the following terms and conditions and to any special conditions contained in the accompanying Grant Award Letter.

For all grants:

1. Grants from the Foundation to the recipient² are designated as either restricted or unrestricted funds, as set out in the accompanying Grant Award Letter.
2. You authorise The William Syson Foundation to publish details of financial support given to your organisation and of the objectives of your organisation, and to use any such details as part of any press release or publication.
3. You must comply with the reporting requirements set out in the accompanying Grant Award letter.
4. We reserve the right to reclaim grant funds if:
 - a. You commit a serious breach of these conditions or any special conditions contained in the Grant Award letter;
 - b. The content of your application or subsequent correspondence is found to be misleading, dishonest or materially incorrect;
 - c. You or members of your governing body, volunteers or staff (including short-term contracted staff or freelancers) are found by a court of law, tribunal, charity regulator or similar body to have acted dishonestly or negligently during the period to which the grant relates.
 - d. You, or anyone connected with you as listed in c) above, do (or omit to do) anything which might bring The Foundation into disrepute.
5. We reserve the right, where you are an organisation, to visit you to see the impact of the grant.
6. The grant must not be used to offer bribes or facilitation payments. Discovery of such will result in the withdrawal of the grant, involvement of the police, and possibly civil action.
7. We will have reviewed your Safeguarding Policy as part of the application process. You agree to make available to the Foundation on request any statistics relating to notifiable events.
8. These terms and conditions, together with any special conditions contained in the Grant Award Letter, remain enforceable until the period to which the grant relates is over.

Additional conditions applying to Restricted (project-based) grants:

9. Where you are an organisation and have received a restricted grant, we require this to be recorded in your accounts as a Restricted Fund.

¹ (referred to as “the Foundation”, “us”, “our”, “we”)

² (referred to as “you”, “your”)

10. You must use the grant for the purpose or purposes set out in the Grant Award Letter. Material changes to the project or activity set out in the application are not permitted without our prior written agreement.
11. Unless otherwise stated in the Grant Award Letter or as otherwise agreed by us in writing, all grant funds which you receive from us must be spent within 18 months of the date of the Grant Award Letter, or otherwise refunded to us.
12. You will inform us of any underspend of a grant, so that we can discuss with you whether any remaining amounts should be refunded to us or retained by you for an alternative purpose.

You must acknowledge your acceptance of these Terms and Conditions in the manner requested in the Grant Award Letter, and of any special conditions contained therein.