

The Lemford Foundation

(CIO, Registered Charity Nr. 1200034)

Terms and Conditions

The grant commitment is made from *The Lemford Foundation* on the understanding that beneficiary individuals or organisations have agreed to the following terms and conditions:

1. Beneficiaries must acknowledge receipt of the funds, preferably by letter, and if an organisation on headed notepaper, or if necessary by email, confirming that the funds provided will be spent on the project agreed by *The Lemford Foundation*.
2. No changes to the intended funding purpose will be made without the agreement of *The Lemford Foundation* in writing.
3. Beneficiaries will send progress reports based on a mutually agreed timetable (detailed in this letter) and, if an organisation, will share a copy of their annual report and accounts (if available) at the end of the year of the project.
4. Where possible, the funding should be acknowledged in any materials that the beneficiary organisation or individual produces in relation to the project which *The Lemford Foundation* has funded.
5. *The Lemford Foundation* may include the name of the project beneficiary on its website, social media channels and in its publicity materials.
6. Where appropriate, *The Lemford Foundation's* representatives may wish to visit the funded projects at their own expense and at a mutually agreeable time.
7. *The Lemford Foundation* reserves the right to withhold funding in the event of any fraudulent transactions or practices occurring within the funding recipients' organisation or by individuals.
8. *The Lemford Foundation* reserves the right to withhold funding, if it finds that any false information has been supplied to it.
9. *The Lemford Foundation* reserves the right to withhold funding or require repayment if the beneficiary organisation or individual becomes insolvent or goes into receivership, administration or liquidation and the funds have not already been spent on their intended purpose.
10. The beneficiary organisation or individual is not part of a pressure group or a campaigning or political organisation.
11. The beneficiary organisation or individual does not promote religion (other than Charitable Object 3.) or politics of any kind and does not exclude any part of society.
12. None of the members of the Board of the beneficiary organisation or the beneficiary individual has ever been convicted of an offence involving dishonesty, or abuse of vulnerable people and, if so, full disclosure at the time of application is necessary for the Trustees deliberations.

Please sign and complete the information below to confirm that you have read and agree to these terms and conditions and email or send it to *The Lemford Foundation*.

The Lemford Foundation

(CIO, Registered Charity Nr. 1200034)

Signature:

Name:

Position:

Date: