



GENERAL GRANT TERMS

Applicable to all grants awarded by the Rochester Bridge Trust (“the Trust”)

1. The grant must only be used for the purpose(s) specified in the application form and approved by the Trust. If the grant is used for any other purpose(s), without permission from the Trust, the Trust will require the grant to be repaid.
2. You may not transfer or assign any part of this grant to another organisation or individual.
3. If there is a change in circumstances which means that it is no longer possible for the grant to be spent for the purpose it was originally given, then you must notify the Trust immediately in writing. The Trust will then decide what if any amendment to make to the award granted or whether the grant should be repaid.
4. A grant offered will lapse in the absence of good cause to the satisfaction of the Trust, if not taken up by the deadline stated in the grant offer .
5. The Trust will require repayment of the grant, if your organisation receives duplicate funding for the project or for that part of the project funded by the Trust. You are required to tell the Trust about any such duplicate funding.
6. The Trust reserves the right to withhold payment of the grant and/or require repayment if any deliberately false or misleading information is provided in support of the application or during the grant monitoring process.
7. The grant is not consideration for any taxable supply for VAT purposes by your organisation to the Trust. If an HMRC investigation determines that there is a VAT liability, the Rochester Bridge Trust accepts no responsibility for such liability.
8. You must repay to the Trust immediately any VAT that you recover to the extent that any such VAT cost was included in the grant to you for this project.
9. The Trust’s donation must be recorded in your organisation’s audited accounts or accounting statement.
10. The Trust reserves the right to audit the books and records relating to the award given to your organisation, and therefore you are required to keep accurate and comprehensive records of how the grant has been spent.
11. If the organisation/project concerned becomes insolvent, or goes into administration, receivership or liquidation, the Trust reserves the right to withhold the grant, if it has not, at the time of any of these events occurring, already been spent on its intended purpose.

12. The Trust and its trustees and officers accept no responsibility or liability whatsoever for any actions, omissions, claims, costs or expenses arising from the grant and the use to which the grant is put by the recipient(s).

13. You must keep the Trust informed of anything that significantly affects the project, whether positive or negative, and must comply with the requirements for monitoring and reporting.

14. Reference to the Trust's support must be acknowledged in all promotional literature relating to the project. The Trust shall be referred to as "The Rochester Bridge Trust". The Trust's crest may not be used without the written permission of the Bridge Clerk. The Trust's name must not be used to imply or assert any endorsement by the Rochester Bridge Trust of your organisation or its activities.

15. The Trust would be pleased to receive information about the progress of projects to which it contributes, but does not wish to be kept informed upon the general progress and business of the successful applicants. To minimise administration costs for the Trust and grant recipient organisations, the Trust's details must not be added to general email or postal mailing lists.

16. The Trust will publish the award of grants on its website, in other publications, and through local media. Successful applicants are required to co-operate with the Trust's appointed advisors to organise photography, publicity, and press coverage. The applicant is responsible for obtaining permission to take and use photographs featuring children and for providing written confirmation of this permission to the Trust.

17. The giving of a grant by the Rochester Bridge Trust under these General Grant Terms does not create a contract with the recipient(s), and the recipient's right to the grant cannot be enforced in a court of law.

18. At the Trust's discretion, grant recipients will be required to enter into a Grant Agreement with the Trust.

19. The law of England and Wales governs these General Grant Terms.

The applicant _____ (name of organisation) agrees to accept the General Grant Terms as set out overleaf. We understand that the Rochester Bridge Trust may apply some additional specific conditions which will be notified to me/us separately in writing.

Signed _____ Position _____

Print name _____ Date _____

Signed on behalf of the Rochester Bridge Trust by the Bridge Clerk (Chief Executive)

Signature _____ Date _____

Applicant certification

1. I certify that, to the best of my knowledge and belief, the information provided on and with the application is accurate and complete and that no material information which could affect the outcome of this application has been withheld or otherwise omitted.

2. I certify that I am authorised to sign these conditions on behalf of the Organisation seeking a grant from the Rochester Bridge Trust.

3. The Trust may publicise details of awards made. We hereby authorise the Trust to include details of the grant in Trust publicity along with any photos.

Signed on behalf of the applicant:

Signed _____ Position _____

Print name _____ Date _____