



GWENDOLINE AND MARGARET DAVIES CHARITY

Application Process

The Gwendoline and Margaret Davies Charity is a grant-giving trust which aims to support the work of charities in communities across Wales. It spends around £300,000 annually to improve individual and community wellbeing through projects in the arts, education, health, and social action. We are guided in our charitable giving by the principles and interests of Gwendoline and Margaret Davies, who endowed the Charity and supported many important causes during their lifetimes.

Gwendoline and Margaret Davies

Gwendoline (1882-1951) and Margaret (1884-1963) Davies were the granddaughters of the Welsh industrialist and philanthropist David Davies of Llandinam. They are best known for the collection of Impressionist and post-Impressionist paintings which they bequeathed to the National Museum of Wales in Cardiff. They also created a centre for music and the arts at their home at Gregynog Hall, near Newtown in Montgomeryshire, which they hoped would enrich the lives of the people of Wales in the aftermath of the First World War.

Funding Available

The Gwendoline and Margaret Davies Charity supports organisations and projects in Wales that benefit communities in Wales through the arts, education and music, with a focus on young people, rural communities and the South Wales valleys. **Most grants are between £2,000 and £5,000**, but it sometimes grants up to £10,000, and it has a separate application process for grants under £2,000. Most grants are for a single year of funding but small charities with an annual income of less than £50,000 may apply to the Small Grant Fund for two-years unrestricted funding for core or running costs. Grant applications are reviewed by the Trustees of the charity at their meetings three times a year.

The Gwendoline and Margaret Davies Charity currently has two application routes available:

The Small Grants Fund: applications of less than £2,000 for projects, activities, property (capital costs), equipment, resources, core costs and general running costs. To apply to this fund please submit a short letter of application, a budget and a set of annual accounts.

The Main Grants Fund: applications between £2,000 to £10,000 for projects, activities, property (capital costs), equipment and resources but **not** core costs or ongoing running costs. To apply to this fund please complete an application form and submit a budget and a copy of the charity's annual accounts.



GWENDOLINE AND MARGARET DAVIES CHARITY

General Eligibility

Applications from organisations will only be considered if they:

- are registered with the Charity Commission (with a registration number), and
- are based in Wales or are for projects for the primary benefit of people living in Wales.

Main Grant Fund

- Charities must have an average annual income of less than £1 million.

Small Grant Fund

- Charities must have an average annual income of less than £100,000.

Two-year unrestricted funding

- In order to apply for two-years of unrestricted funding, the applicant must have an average annual income of less than £50,000 and have been previously funded by the Gwendoline and Margaret Davies Charity more than once.

Funding exclusions

Applications by the following charities will not be considered:

- Charities with an average annual income of more than £1 million.
- Large national (UK) charities working across England and Wales.

Applications for the following items, projects or activities will not be considered.

- Applications for ongoing salary costs (although wages included in a time-limited project will be eligible.)
- Bursaries or grants to support individuals directly.
- Medical research.
- Activities or support focused on specific medical conditions.
- Ongoing operational and food costs of foodbanks (although support for capital projects may be eligible).

The Trustees will particularly welcome applications for funding for activities that focus on opportunities for participation in the arts for young people and those in rural areas.



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Small Grant Fund - Application Guidance

The Small Grant Fund will accept applications for projects, activities, property (capital costs), equipment, resources, core costs and general running costs.

Grants are available for up to £2,000.

Deadlines for applications are at the end of February, April, June, August, October, and December. Decisions on application are made by the Trustees of the Gwendoline and Margaret Davies Charity at regular bi-monthly meetings.

Guidance notes for a letter of application

The letter of application should be no more than 2 pages in length and include the following information.

- **Details about the charity**

Please tell us what your organisation does. How are you organised and where you are to be found? We also need the full name of the charity and its charity number.

- **Application details**

Describe your application. Give a brief description of what you are applying to do and the amount of funding that you need. Include who the service users are and what are their needs, where will it take place, and over what timescale.

- **Cost and financial information**

The letter should include a basic budget to support your application. This may be the cost of the project, activities, property, equipment, or resources that you would like to be funded. Alternatively, if you are applying for core or running costs then a brief summary of the organisation's budget should be included.

- **Previous funding**

If you have previously received funding from the Gwendoline and Margaret Davies Charity, please state in which year this was, how much funding you received, and briefly what the funding was used for.

- **Contact details**

The letter or covering email must also include the details of a contact person for your application. This is the person that is making the application and who will be contacted regarding any questions or outstanding details that may be needed. They will also be the person who will be informed about the outcome of the application. Please ensure that the letter includes both an email address and telephone number.

- **Terms and conditions**

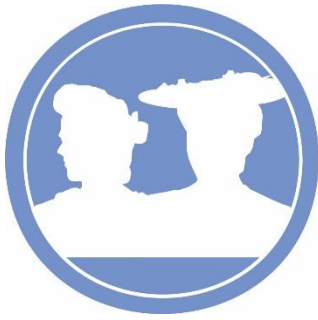
Please ensure that the person making the application has read, understood, and agrees to the terms and conditions for receiving funding.

- **Multi-year funding**

The Trustees will now consider applications for two years of unrestricted core funding (of up to £2,000 per annum) for organisations with an annual income of less than £50,000, if they have been funded previously by the charity on more than one occasion.

Submitting your application

Please email your letter of application, a budget and your most recent annual accounts to **applications@daviescharity.org.uk**



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Main Grant Fund - Application Guidance

The Main Grant Fund is for projects, activities, property (capital costs), equipment and resources but **not** core or running costs.

Grants are available for between £2,000 and £10,000. Most applications for this fund are between £3,000 and £5,000. The average grant awarded is £3,500.

Deadlines for applications are the end of January, May, and September. Decisions on application are made by the Trustees at their meetings in March, July, and November.

Guidance notes for the application form

Section A - General Information

Description of the charity

Please give a brief description of your charity, including the overall aims and objectives, area of operation, beneficiaries, services, and activities provided.

Section B – Contact details

This is for the person making the application, who will be contacted by the Director of the Gwendoline and Margaret Davies Charity to check the details and discuss the application if required. It will also be the person who will be informed about the outcome of the application.

Section C - Application

Application summary (max 100 words)

Please summarise your application. Give a brief statement describing your organisation, what you are applying for and the amount of funding that you are requesting. Also include the total costs (if different), who will benefit, where will it take place and over what timescale (if appropriate). This will be circulated to all the Trustee and maybe used for publicity purposes (see Terms and Conditions).

Please give a description of the proposed project (max 500 words).

Please give a more detailed description of your proposal here. This could include any of the following information that will help the trustees understand what you are applying for and how it will benefit others.

- Information about how your organisation operates. Is it based in Wales? How does it operate in Wales? How much funding does it spend in Wales? Does it work with other organisations in Wales?
- What are you hoping to do? How will you deliver the activities or project? Do you need equipment, hire of buildings, employ activity workers, marketing or transport?
- Include the rationale behind your request. What is the need that you have identified and why is your charity well placed to help? Have you done these activities before, what was the outcome and what did you learn?
- Tell us more about your beneficiaries. Who are your service users or beneficiaries and how will they be recruited? How many people will benefit from the funding? How will they benefit from the project, activities, property (capital costs), equipment or resources?
- Identify any matched funding (if appropriate). Who else is funding this application and why do you need our help? Do you have any reserves? Who else have you applied to and when do you expect to hear from them?
- Describe the impact the funding will have. What do you hope to achieve? What outcomes do you expect? How will you measure and report your success? What will be the benefits for your service users?

Section D – Financial Information

Please send the Budget and annual accounts in electronic form.

Has your organisation previously received funding from the Gwendoline and Margaret Davies Charity? Please give details.

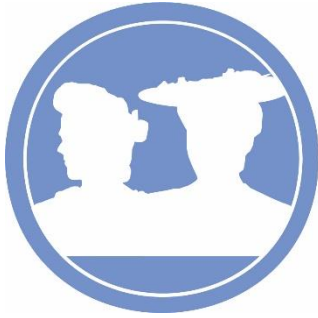
If you have previously received funding, please state in which year this was, how much funding you received and briefly what the funding was used for.

Section E – Terms and Conditions

Please ensure that as the representative of the charity making the application you have read, understood, and agree to the terms and conditions on their behalf.

Submitting your application

Please email your completed application and attachments (budget and annual accounts) to applications@daviescharity.org.uk



GWENDOLINE AND MARGARET DAVIES CHARITY

Terms and Conditions

Applications submitted to the Gwendoline and Margaret Davies Charity will be acknowledged within a month of the date on which they are received, to the contact details provided. Any further information needed to process the application will be requested at this time, and a decision date provided.

The Main Grant Fund application will normally be presented to the next full Trustee meeting for consideration and a response given within one month of the meeting. Small Grant Fund applications will be considered within three months of the deadline.

Successful applicants must acknowledge the grant in written form (letter or email) addressed to the Trustees. The charity will also be expected to display the Gwendoline and Margaret Davies logo on appropriate publicity. A logo pack and guidelines will be provided.

To receive the funds the successful applicant must complete a Grant Payment Form and send it to finance@daviescharity.org.uk along with a downloaded statement or an original piece of bank stationary sent by post. This should include the charity's full name and bank account details, within two months of receiving the offer. Any paperwork provided will be shredded or returned as requested. The bank account details will be deleted from the Gwendoline and Margaret Davies Charity records once the applicant confirms that the funds have been successfully received in their bank account.

Funds received from the Gwendoline and Margaret Davies Charity must only be used for the activities described in the application or as determined by the Trustees. If there are any changes to the application, then the Gwendoline and Margaret Davies Charity must be notified immediately, and we will consider whether the funds should be returned.

If the application is successful, the Gwendoline and Margaret Davies Charity will report this on their Facebook page, to promote our support of good causes.

Once the application activities have been completed or 12 months after the funding was received, the trustees expect to receive a short report. The report should be no more than 500 words and include two or three pictures that may be used by the charity for marketing purposes. Once the report has been received further applications may be submitted.

A copy of successful applications will be retained by the Gwendoline and Margaret Davies Charity for five years after the funding has been agreed or one year if the application was unsuccessful, for the purposes of communication and analysis.