



GWENDOLINE AND MARGARET DAVIES CHARITY

Application Process

The Gwendoline and Margaret Davies Charity is a grant-giving organisation which aims to support the work of Welsh charities and projects of national significance. The charity spends around £300,000 annually on areas including the arts, education, health, and social concern, based on the aims and interests of the philanthropists Gwendoline and Margaret Davies.

Gwendoline and Margaret Davies

Gwendoline (1882-1951) and Margaret (1884-1963) Davies were the granddaughters of the great Welsh industrialist and philanthropist David Davies of Llandinam. They are most famous for their 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 criteria

The Gwendoline and Margaret Davies Charity supports organisations and projects in Wales that benefit the arts, music, youth, community, and wellbeing. It has a particular focus on rural communities and the South Wales Valleys. Most grants are between £2,000 and £5,000, but it sometimes offers smaller grants, and can make larger grants to more significant projects (subject to a more onerous application process). Most grants are on a one-off basis. Larger projects may receive a multi-year commitment. Grants are considered by the Trustees of the charity at their quarterly meetings.

The Gwendoline and Margaret Davies Charity currently has two funds available.

The Small Grant Fund for 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 and a budget.

The Main Grant Fund for applications between £2,000 to £10,000 for projects, activities, property (capital costs), equipment and resources but **not** core costs or running costs.
To apply to this fund please contact the Director for a bespoke application form.



GWENDOLINE AND MARGARET DAVIES CHARITY

Small Grant - Application Guidance

The Gwendoline and Margaret Davies, 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 meetings.

Eligibility

Before completing a letter of application, please check that your organisation and the application is eligible to receive funding from the Gwendoline and Margaret Davies Charity, by answering the following questions.

- Is your organisation a registered charity?
- Does your charity operate in Wales or will your application benefit people currently living in Wales?
- Is the annual turnover of your charity usually less than £500,000?

If the answer to **all** these questions is yes, then you are eligible for funding and should submit a letter of application if you wish to be considered for a Small Grant.

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.

- **The application details**

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

- **The 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 the Gwendoline and Margaret Davies Charity to fund. Alternatively, if you are applying for core or running costs then a brief summary of the organisations 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**

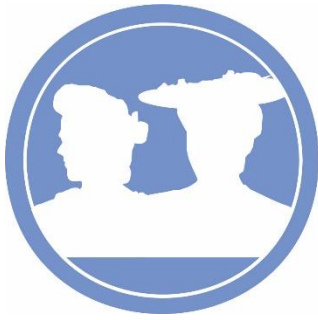
The letter or covering email must also include the details of a contact person for your application. This is the person that is making the application and who will be contacted regarding any questions or outstanding details that may be needed. They will also be the person who will be informed about the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

- **Terms and conditions**

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

Submitting your application

Please email your letter of application, a budget and your most recent annual accounts to daviescharities@gmail.com



GWENDOLINE AND MARGARET DAVIES CHARITY

Main Grant - Application Guidance

The Gwendoline and Margaret Davies, Main Grant Fund will accept applications for projects, activities, property (capital costs), equipment and resources but **not** for core costs or general running costs.

Grants are available for between £2,000-£10,000.

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.

Eligibility

Before completing the application form, please check that your organisation and the application is eligible for funding from the Gwendoline and Margaret Davies Charity by answering the following questions.

- Is your organisation a registered charity?
- Does your charity operate in Wales or will your application benefit people currently living in Wales?
- Is the annual turnover of your charity usually less than £1 million?

If the answer to **all** these questions is yes, then you are eligible for funding and should contact the Charity for an application form at daviescharities@gmail.com or 07539 141215.

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 the person making the application and who will be contacted by the Davies Charity Director to check the details and discuss your application prior to the trustee meeting. They 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 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 all the additional financial information requested in electronic form.

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

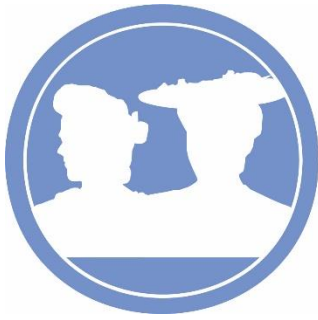
If you have previously received funding, please state in which year this was, how much funding you received and briefly what the funding was used for.

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 to daviescharities@gmail.com



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 it is 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 application will normally be presented to the next quarterly trustee meeting for consideration and a response given within 1 month of the meeting.

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 provide an original paying-in-slip or bank statement with the charities full name and bank account details, within 2 months of receiving the offer. The paperwork will then be shredded or returned as requested. The bank account details will be deleted from the Gwendoline and Margaret Davies bank account 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 funds returned if appropriate.

If the application is successful, then the summary information on the application form may be used on the Gwendoline and Margaret Davies Charity website or Facebook page to promote our support of good causes. We will inform the applicant and check any details before doing so.

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 can include 2 or 3 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 5 years after the funding has been agreed or 1 year if the application was unsuccessful, for the purposes of communication and analysis.