

**THE HARDY FAMILY FOUNDATION**  
**(Registered charity number: 1198707)**

**GRANT MAKING POLICY**

**UPDATED AT 12 SEPTEMBER 2025**

**Objects**

1. The objects of The Hardy Family Foundation (the “**Foundation**”) are to advance such charitable purposes according to the law of England and Wales as the trustees see fit from time to time.

**Priorities for support**

2. The number of purposes which can be supported will, of necessity, be limited by the funds available for distribution in any year. The Trustees have determined that the priorities for funding will be (in alphabetical order, not in order of priority):
  - 2.1. Autism Spectrum Disorder (ASD) and Attention Deficit Hyperactivity Disorder (ADHD);
  - 2.2. Child and youth charities with particular focus on adoption and fostering, access to education / higher education and looked after children and former looked after children (especially when exiting care);
  - 2.3. Food poverty; and
  - 2.4. Homelessness.

**Principles**

3. In awarding grants, the Trustees will apply the following principles:
  - 3.1. Other than in exceptional circumstances, applications will only be considered from charities/projects which will benefit those in the East Kent area. Priority will be given to charities/projects which are based in East Kent although national charities will be considered where substantially all of the grant will be used to benefit those in the East Kent area.
  - 3.2. Applications will be considered to support particular projects or to fund recurring / core / infrastructure costs.
  - 3.3. Applications from previous recipients of grants or from previously unsuccessful applications will be considered by the Trustees on their own merits. Subject to 3.4 below, although the Trustees will have regard to the outcome of any previous grant,

new applications will not generally receive any preferential or adverse consideration.

- 3.4. The Trustees reserve the right to adversely consider applications where funding has been withdrawn from a previous project due to failure to comply with the agreed monitoring procedures on such project.
- 3.5. The Trustees particularly wish to encourage applications for multi-year and longer term projects.
- 3.6. The Trustees will give priority to applications which will support more than one of the Foundation's priorities and to applications which provide practical "hands on help".
- 3.7. Grants will be unlikely to exceed £5,000 per year other than in exceptional circumstances in order to increase the number of awards which can be made.

### **Exclusions**

4. The Foundation will not generally award grants for purposes that promote religion or any political parties.
5. The Foundation is an LGBTQIA+ positive organisation and will not generally consider applications from charities/projects which do not share this ethos.

### **Grant application process**

6. Other than in exceptional circumstances, all grant applications received by the Foundation in each six month period ending 30 June and 31 December will be considered by the Trustees alongside each other application following the end of the period in question.
7. All applications for grants should be made in the first instance to the Foundation by email to: [thehardyfamilyfoundation@gmail.com](mailto:thehardyfamilyfoundation@gmail.com). Applications made using the Foundation's application form will be acknowledged on request.
8. In order to be considered, applications should be made using the Foundation's application form and should contain the following information:
  - 8.1. The level of grant applied for.
  - 8.2. Which of the Foundation's priorities will be supported by the proposed grant.
  - 8.3. The geographic area(s) which will benefit from the proposed grant.
  - 8.4. Whether the grant is to fund a particular project or to fund recurring / core / infrastructure costs.

- 8.5. Where the grant is to fund recurring / core / infrastructure costs, details of the way in the grant is anticipated to be spent.
- 8.6. Where the application is to fund a particular project, the application should confirm whether the grant applied for will fund the entire project and if not, how the balance of the project will be funded and how much of the additional funding is secured.
- 8.7. Where the application is to fund a particular project, the application should contain details of the project, the way in which the grant will be used and how the project will be managed effectively to achieve its intended outcome(s). The application should also indicate the project's proposed targets/milestones for the project and provide a budget for the project.
- 8.8. The names of the key personnel to be involved with the project and the administration of the grant.
- 8.9. Adequate information regarding the identity and financial status of the applicant and/or the person(s) who will carry out the project.
- 8.10. Confirmation that the recipient will be adequately insured in relation to (a) any equipment and facilities purchased by the grant and (b) any risk of injury arising by reason of the project including injury to those participating in the project.
- 8.11. The applicant's equality, diversity and inclusion policies.
- 8.12. An acknowledgment that the applicant undertakes to comply with the terms of any grant made and that acceptance of funds by the applicant will constitute acceptance of those terms.

## **Assessment process**

9. All applications will be assessed by the Trustees to ensure that they meet the basic criteria for funding. The Trustees will aim to write to all successful applicants informing them of the grant award within 3 months of the end of the period in which the application is received. The Trustees will not write to unsuccessful applicants.
10. Applicants should note that the Foundation may be unable to provide a grant, even if a project fits within the criteria and priorities of the Foundation, in circumstances where the Foundation has received more applications than it has funds to support.
11. The Foundation and the Trustees will not be obliged to provide an explanation to the applicant should their application be unsuccessful.

## **Monitoring and publication**

12. It is the policy of the Foundation and the Trustees to monitor all grants made. As a consequence, before a grant can be confirmed, targets/milestones must be agreed. Progress will be assessed against the agreed targets/milestones.
13. The Foundation/Trustees reserve the right to withdraw the grant if satisfactory progress is not demonstrated. If the grant is payable in instalments, then payment of subsequent grant instalments will be dependent upon satisfactory progress having been made against those targets/milestones.
14. Failure to submit progress reports at the time specified by the Trustees may also jeopardise the Foundation's continued support.
15. Grant recipients will be expected to provide details of any other funds applied to the same project.
16. Grant recipients will be expected to agree to monitoring visits by representatives of the Foundation during the period of a grant.
17. Grant recipients will be required to submit a final report, normally within three months of the end of the project, detailing fully the results and outputs from the project. Any delays to the submission of the report should be agreed with the Trustees.

## **Data protection**

The Foundation only collects personal data from applicants to the limited extent required to administer an application. The Foundation does not engage in marketing activity. Any personal data will be managed in accordance with The General Data Protection Regulations in force from time to time. Please read our Privacy Policy before submitting an application.