

Weybridge Society: process and criteria for donating to other charities/groups to further the achievement of its objects

1. Purpose

- To further achievement of the Society's objects by making donations to charities, groups or individuals whose projects or acquisition of enduring assets will contribute to the achievement of those objects.

2. Process

- The Executive Committee will carry out a budgeting exercise annually covering forecast operating costs and own projects funding, together with reserve holdings
- The remainder of the Society's income will be available for donating to other charities/groups to further the achievement of the Weybridge Society's objects
- Requests will be invited through the Bulletin/Newsletter, placed on the website and notified through social media
- Applicants must use the application form (see Appendix 1)
- The Executive Committee may, at its discretion, require applicants to make their applications in person
- Following an award, recipients of funds will provide a written summary against a pre-agreed timescale, confirming how the funds from the Weybridge Society were spent.
- Recipients will undertake to allow and facilitate the Weybridge Society to check first-hand as to what has been achieved, should it wish to do so.
- Applications may be made by other charities, groups or individuals, though not by political, commercial or professional organisations

3. Criteria

Evaluation of requests will be carried out against the following:

- Alignment with the Weybridge Society's Objects
- Specific improvement or benefit to Weybridge and or its community
- A project with a specific outcome
- Objective achievable by specified date, preferably within 12 months of application
- Assurance of all required permissions including Councils and landowners
- Reputational risk to the Society, both from members and the wider public
- Likelihood of the applicant gaining funding from other sources

Applications will not be accepted if:

- Political in nature
- A commercial activity
- Represent general funding or a non-specific outcome
- Funds are already available

4. Other Rules

- The decision of the Executive Committee is final. There is no right of appeal by applicants
- All unspent funds must be returned to the Weybridge Society

Appendix 1: Application Form

Name of charity, organisation or individual requesting an award	
How will the award be used? If you have a project plan with a specific outcome and end date, preferably achievable within 12 months of application, please attach a copy or send it by email to chairman@weybridgesociety.org.uk If not, describe what will be achieved and against what timescale.	
How would this contribute to the Society's objects? ¹	
Do you have all required permissions including councils and landowners?	
What existing money is already held/available for the project?	
If additional financial resources are required, please list source and timescale availability of funding	
Is the use to which the award will be put political or commercial?	
What resources are required to succeed?	
To what extent are the resources in place? If they are not, explain when and how they will be acquired	

To be eligible for an award, applicants must agree to the following:

- To describe a specific outcome and timescale, preferably achievable within 12 months of application
- To provide the Weybridge Society with a written summary against a pre-agreed timescale, confirming how its award was spent
- To allow and facilitate the Weybridge Society to check first-hand as to what has been achieved, should it wish to do so
- Not to put the award to political or commercial use
- If an award is made in advance rather than against actual expenditure, agree that all unspent funds must be returned to the Weybridge Society
- Accept that the awarding decision of the Executive Committee is final.

Signed Print name
Date

¹ **WEYBRIDGE SOCIETY'S OBJECTS**

The following objects are for the public benefit of Weybridge residents with membership open to the whole community, while being independent from all political parties and aiming to take a balanced view to protect and enhance the character and amenities of the town of Weybridge and the surrounding area for the benefit of the public:-

- (i) to promote high standards of planning and architecture in or affecting the area of benefit;*
- (ii) to educate the public in the geography, history, natural history and architecture of the area of benefit;*
- (iii) to secure the preservation protection development and improvement of features of historic or public interest in the area of benefit, including parks, open spaces, footpaths and facilities for recreation, health, education and transport.*
- (iv) to promote civic responsibility and good citizenship in the area of benefit by the dissemination of information on local matters affecting the community and the organisation of community related activities, including but not limited to regular newsletters and electronic messaging, educational talks and competitions to encourage student participation.*