Applications to the Barker-Mill Foundation (Registered Charity No 1045479)
Application guidelines

1. **Applications**

From our website you can submit an application online if you would like to; all online applications will be acknowledged by email. Alternatively you can email an application direct to me at my email address shown at the end of this or send it to me by post.

Applicants should tell us something about your organisation (a web site address would be helpful if you have one), how much and what you are seeking funding for and, if it is a specific project, details about it. If you are a registered charity please provide us with your charity number. Please try to limit your application to no more than two sides of A4. In the event of us agreeing to make a donation you will be notified by email and taken through the process for receiving the donation by secure bank transfer. There is no need to submit copies of your accounts, business plans, drawings etc; we will ask you for them if we decide that we would like to see them. Nor is there any need to submit publicity documents.

If you are fundraising for a large project we will need to know the overall target and what you have raised so far. In such cases we may pledge a donation subject to the necessary other funding being obtained. Before we make the pledged donation we will require adequate evidence that the target has been achieved and that the project can proceed. As we cannot make open ended commitments pledges will terminate after two years if not taken up by then.

Even if you have already submitted a postal application, for ease of distribution to my coTrustees and to save scanning and/or photocopying, it would be a great help if you would submit applications to me either online from our website or by email which I will acknowledge on receipt. To save unnecessary time and expense postal applications will not be acknowledged.

2. **Frequency of Trustees meetings**

For general information, the Trustees meet quarterly each year usually during March, June, September and December to consider applications. These must be submitted ideally during the two months prior to the meeting but no later than two weeks before each meeting. Where timing is critical the Trustees may make an exception and agree to make a donation between their meetings; applications for such must be submitted online from our website or by email.

3. **Trustees preferences when considering donations**

Based on the eastern edge of the New Forest in Hampshire, six miles west of Southampton, most of our support goes to local charities, schools and organisations. As a rule we do not fund individuals; for obvious reasons we prefer to do this through registered charities where possible. We give priority to those in the more deprived local areas specifically Nursling and Rownhams, Redbridge, Millbrook, and Totton. We also support local medical research and the arts nationally. We do not generally support national charities or charities and organisations with no Hampshire connection and we would look more favourably on applications which are local as opposed to just having a Hampshire connection or presence.

4. **General rules relating to donations**

Other than what we regard as exceptional applications, we do not normally make single donations in excess of £5,000. Nor do we normally commit ourselves to making a series of donations or make further donations within less than a year of a previous donation. We are prepared to contribute to core funding (ie unrestricted) but prefer to make donations restricted to specific projects or items of equipment etc.

5. **Unsuccessful applications**

Applicants must assume that they have not been successful if they hear nothing within 3 weeks after each quarterly meeting. No notification will be sent.

Needless to say, the Trustees are not obliged to explain why an application has been unsuccessful. It is often a case of having to prioritise in order to distribute our resources as we think fit (see under Trustee preferences when considering donations).

6. **Administrator:**

Christopher Gwyn-Evans Trustee & Administrator
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