BILLINGHAM LEGACY FOUNDATION

Grant Application Process

HOW IT WORKS

GRANT APPLICATION SUBMITTED

GRANTS OFFICER
REVIEWS APPLICATION & VERIFIES INFORMATION
SUBMITS APPLICATION TO BOARD MEMBERS WITH
RECOMMENDATION FOR DECISION

2 BOARD MEMBERS AGREE OR REJECT
THE APPLICATION GRANTS OFFICER ACTS AS
THIRD DECISION MAKER

2 BOARD MEMBERS HAVE SPLIT DECISION
GRANTS OFFICER SEEKS VIEWS OF THIRD
BOARD MEMBER

IF APPLICATION IS REJECTED ON A SPLIT
DECISION DECISION WILL BE REVIEWED
AT THE NEXT FULL BOARD MEETING

APPLICANT NOTIFIED OF DECISION

GRANTS OFFICER COMPLETES ADMINISTRATIVE PROCESS
FOLLOWS UP ON END OF GRANT REPORT
UPDATES BOARD AT QUARTERLY MEETING REGARDING APPLICATION AND GRANT FUNDING
ARRANGES ANNUAL AUDIT BY TEES VALLEY COMMUNITY FOUNDATION

GRANT FILE AUDITED BY TEES VALLEY COMMUNITY FOUNDATION

Billingham Legacy Foundation Board members 2018

PROUD TO BE SUPPORTED BY

OUR TOWN, OUR COMMUNITY, OUR FUND
BILLINGHAM LEGACY FOUNDATION
SUPPORTERS GROUP

Tees Valley Community Foundation