Grant Making Policy

1. On occasion, the Doctors’ Support Network (DSN) may wish to make a grant to another organisation if it considers that this will help to further DSN's own charitable aims.

2. When considering making a grant to another organisation, DSN's trustees need to:
   - act within their powers
   - act in good faith and only in the interests of the charity
   - make sure that they are sufficiently informed
   - take account of all relevant factors and ignore any irrelevant factors
   - manage any conflict of interest - see policy
   - make decisions that are within the range of decisions that a reasonable trustee body could make

3. DSN will not make grants to organisations that are not UK based.

4. DSN trustees will need to first identify whether the organisation is a UK registered charity or not.

5. If the recipient organisation is a UK registered charity, DSN's trustees will need to consider whether the charitable purposes of the intended grant recipient are compatible with DSN's own charitable purposes.
   - If the recipient charity has similar or narrower charitable aims than DSN, then DSN would be able to make an unrestricted grant.
   - If the recipient charity has broader aims than DSN, then DSN should consider providing restricted funding (and only fund support costs related to the specific activity funded).
   - DSN should not fund a charity whose aims significantly differ from its own.

6. If the recipient organisation is not a charity (but is a UK based organisation), the trustees will need to be able to justify how the decision to make a grant will be in DSN's best interests including:
   - the grant is only for activities that will further DSN's charitable aims for public benefit
   - funding of support costs will be limited to the specific planned activity
   - the terms of the grant require the recipient to comply with the above constraints
   - the grant does not give rise to more than incidental private benefit
7. Checklist of how a grant will be made and monitored - trustees will need to:
   o Carry out reasonable due diligence on the proposed recipient of the grant and keep records of:
     o whether or not it is a UK registered charity
     o If not a UK registered charity, undertake reasonable checks on the organisation to ensure that it is an appropriate organisation for DSN to work with AND
       ▪ ensure that funding of support costs is limited to the specified activities
       ▪ the grant is not likely to give rise more than incidental personal benefit
       ▪ why it is considered to be a suitable recipient of funding
       ▪ why it is expected to be able to effectively deliver the grant objectives.
   o Agree appropriate terms and conditions with the recipient - through a short outline agreement.
   o Ensure that DSN is able to suspend or require repayment of the grant if the outcome is not delivered.
   o Ensure grants are authorised by the trustees and such decisions are documented in DSN committee meeting minutes.
   o Ensure that they (trustees) can justify the grant as being in DSN's best interests and not exposing the charity to undue risk.

This policy will be reviewed as necessary.

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Author : DSN committee

Policy informed by Grant funding basics - Guidance for charitable funders / charities looking to make grants from Bates Wells