St Just and District CIO

Organisations requesting project support

For projects wanting support from the Trust that goes beyond normal advice and help - endorsement, letters of support etc

Criteria
Any request for project support:

- must fall within the objects of the Trust
- must be charitable as defined by charities legislation both in terms of its purpose and its operation

Projects wanting to use the Trust's:

- Name
- Brand
- Charitable number and status

will by default be considered to be belonging to the Trust both morally and legally.

Proposals must be made in writing to the Trust and agreed by a meeting of the Trust's trustees.

If the proposal is accepted the following would apply:

- A committee for the project to be established with a trustee as a member and with agreed terms of reference
- The committee will have no legal or financial powers – these would lie with the Trust
- A schedule of regular meetings of the committee to be agreed
- Minutes to be kept of all meetings and supplied to the Trust Board within 14 days of the meeting
- The project would have to use the Trust bank account – all monies, debts etc. will belong to the Trust. The Trust uses online banking with one individual which must be a trustee
- No applications for funding can be made without first agreement from the Trust and final sign off of the application by the Trust
- The must be no conflict of interest with other Trust funding applications
- The organisation proposing the project/the committee must be responsible for drafting the funding applications for review and approval by the Trust

When considering requests for support the Trust must always be mindful of the capacity of trustees and the potential impact on the Trust's finances e.g. accounting.

Use of the Trust name and brand can only take place in agreement with the Trust and all must adhere to the Trust's guidelines for such use.

The project must adhere to all the Trust policies such as GDPR, Health & Safety etc

A written agreement must be put in place prior to the commencement of the project to defining terms of reference, responsibilities and ownership of any IP resulting from the project.