



# Grants & Giving Policy

## *Introduction*

In order for Wader Quest to deliver its work and objectives, it makes grants available to other organisations and individuals that share its mission and objectives.

This grant making policy lays out our aims and principles in awarding grants and also a range of specific checks, which will be applied to any given grant will depend on the nature of the grant application and will be decided on a case for case basis.

We can only fund projects and activities that are exclusively charitable and fall within the objects of the charity.

Wader Quest was established to provide financial support to small-scale conservation projects, particularly those that:

- Deliver tangible and sustainable conservation outcomes.
- Demonstrate clear benefit to wader species (resident or migratory).
- Meaningfully engage local communities.
- Would otherwise face challenges in accessing conventional funding sources.

All applications are assessed against these founding principles. However, the trustees retain discretion to evaluate each proposal on its individual merits, with the overarching objective of improving the survival prospects of wader species.

The trustees may also consider supporting research, appeals or initiatives led by other organisations, provided that effective, evidence-based wader conservation forms a central component of the project, where the charity's contribution would provide a significant benefit to the initiative.

## *Grant Application Process*

Wader Quest accepts grant applications during two windows in a calendar year – June to September, for award and transfer of funds in November; and December to March, for award and transfer of funds in May.

Formal applications should be made through the application form on the Wader Quest website, or .docx version on request. Applications made through other methods will not be considered.

Applications can come for work being done anywhere in the world.

Applications can be made by individuals as well as organisations. All applications should relate to specific work that aligns with Wader Quest's objectives.

Wader Quest will look favourably upon organisations doing grassroots work in areas that other organisations can't or won't fund. There is a strong preference for funding specific projects that Wader Quest's money can be seen to be having a positive impact and application for conservation of waders.

Wader Quest will, where possible, form a relationship with the partner individual or organisation throughout the duration of the funding;

Grants will be made for specific use. If the original purpose is not fulfilled the recipient must inform Wader Quest of this and will be required to return the money. We may be prepared to consider an alternative use of the funding if it fulfils a comparable purpose.

### ***Exclusions & Restrictions***

There may be applications that we consider that we may give a partial award, approve with conditions, or reject.

Reasons for partial award would include:

- Grant application is more than £1,500
- Funds requested are for items that cannot be fully justified or are considered excessive for the purposes that they have been requested for.
- There is limited tangible link to conservation or educational activities, or direct impact on conservation or education activities.

There are circumstances that will exclude certain applications including:

- Applications that do not align with the mission, vision, and objectives of Wader Quest.
- Are from organisations or individuals that are from countries or jurisdictions that are under UK, EU, or UN sanctions.
- Are solely for items that would be considered incidental or for travel and subsistence.

### ***Assessment and Award Process***

Grant applications will be reviewed through a two-stage process.

Each grant application is assessed on its merit, alignment with the mission and objectives of Wader Quest, and the expected impact of the application. Criteria for assessing applications will have a weighting for each aspect of an application, and our assessment process is such that it works to give clear justification for awarding a grant.

Wader Quest will carry out sufficient due diligence on grant applicants to confirm the identity of the applicant and that:

- Any funding will be applied in accordance with the charity's charitable purposes.
- Funds will not be knowingly used for illegal purposes, such as money laundering, bribery or financing terrorism.
- The applicant does not hold views or have any involvement in activities contrary to the charity's values and charitable purposes.

This may also involve performing web searches on publicly available information, including viewing any social media accounts; and we may look to seek references from our wider network.

All applicants will be notified of the outcome of initial assessment. If successful, applicants may be invited to present to the Trustees to discuss their application in further detail. Following this second stage, applicants will be informed about the decision of their bid, including any conditions.

Successful applicants will have funding made available, once they have signed a grant agreement.

Core principles of the grant agreement will include:

- Confirming receipt;
- It may only be spent for the purposes for which it was given.
- Any unused portion of the grant is to be returned to the charity.
- Reporting back on how the grant was spent;
- Reporting back on the impact the grant had and;
- Any supporting evidence required, such as receipts;
- Including any deadline for doing so.

### ***Monitoring & Reporting***

All grantees will be required to provide a report on how their grant was used and the impact this has had. The content and nature of information to be reported will be appropriate for the size and type of grant awarded. The charity will monitor such reports to not only ensure that grants are being use for the purposes intended, but also to assess the impact grants have made. This learning will be used to inform future decision making and policy to maximise the charity's impact.

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