

TVNP Grant Terms and Conditions

Use of money

1. The grant funds will be used exclusively for the project/plans approved by the TVNP grant panel.
2. The grant will not be paid until you have submitted your bank details and a copy of a bank statement/letter no older than three months.
3. The official start date of the grant is the date at which the payment is received, and you should not use the grant funds before then.
4. If you receive any other funding related to the grant such as match funding you must inform TVNP.
5. If there should be any underspend (funds left over at the end of the project) this must be returned to TVNP at the end of the project.
6. Inform TVNP if any contractors funded by the grant are connected to your group/organisation.
7. You will inform us of any material change to the project, proposal or your organisation, even if you have not yet drawn down the funding from the grant.
8. Tell TVNP in writing as soon as possible of any investigation concerning the organisation, trustees, directors, employees, or volunteers carried out by the Police, Charity Commission, Inland Revenue or any other regulatory body.
9. You will send photos as evidence of work as the project progresses and a brief report when the project has completed.
10. You will keep accurate financial records of the spending associated with the grant and submit these with your report at the end of the project.
11. All materials used should be as environmentally friendly as possible (e.g. biodegradable, compostable, etc.) If this is not possible justification needs to be given in the project report.
12. Your group/organisation will be liable for all works carried out and must maintain adequate insurance for the project, the provision of this grant does not confer any liability on TVNP or TVWT for accidents or breaches in legislation
13. The grant amount is final, there will be no increase in the grant if project spends more than the budget agreed by the grant panel, and successful applicants should not assume that future applications will be successful.
14. We reserve the right to visit you to see the work funded during the life of the funding.
15. The deadline for the completion of the grant-funded project is one year from receiving grant funding. Should any extenuating circumstances be delaying the completion of the project, please get in touch with TVNP and we will agree on an extension.
16. TVNP has right to withhold grant or demand repayment of all or part of the grant at its absolute discretion in any of the following circumstances:
 - gave misleading or inaccurate information during the application process or during the period of the grant agreement
 - if it becomes likely that the grant recipient might have to stop operating, may be dissolved, become insolvent or put into administration
 - Members of the group act at any time during the project dishonestly, negligently or in any way to the detriment of the reputation of TVWT or TVNP

TVNP is hosted by, and accountable to Tees Valley Wildlife Trust registered charity # 511068 and as such any financial transactions are regulated by the Charity Commission

Confidentiality

12. We reserve the right to make public the name of your organisation and the broad nature of our offer, but we won't disclose the detail except in confidence to our advisers and trustees and as required by law.
13. Please acknowledge the support of TVNP and TVWT in any publicity, social media posts, or published documents about your project.

Data protection

14. We will use the information you give us during the application process and during the lifetime of any funding for administration, analysis, and research purposes. Once your project is completed, we will delete any data we hold on your group/organisation. We recognise the need to maintain the confidentiality of vulnerable groups and their details will not be made public in any way, except as required by law.

We will sometimes add additional conditions to an individual grant to take account of circumstances. These will be included in the grant offer letter.