



London Borough of Brent Housing & Community Care

CRITERIA FOR THE EDWARD HARVIST TRUST FUND (Revised)

BACKGROUND

The Edward Harvist Charity was established in 1610 from the estate of a prominent local land owner Edward Harvist. The original purpose of the charity was to maintain 2 roads in North West London, the Edgware Road and Harrow Road. This responsibility was passed to Local Authorities and the Charity and its purpose were revised to assist the sick and elderly people living in the boroughs bordering the two roads e.g. Barnet, Brent, Camden, Harrow and the City of Westminster.

The London Borough of Harrow administers the funds on behalf of the Trust and Brent receives 28% of the annual income. The fund is then distributed to voluntary organisations in Brent that meet the following purposes.

The objects of the Trust as stated in the Trust deed is to further:

1. The relief of the elderly and poor inhabitants of the London Borough of Brent (and other Boroughs);
2. The relief of distress and sickness among the said inhabitants;
3. The provision and support of facilities for recreation and other leisure time occupation;
4. The provision and support of education facilities for the said inhabitants;
5. Any other charitable purpose.

In addition to the above criteria the following will apply to grants from the Trust:

- a. The organisation must be based in Brent and/or provide services for people living in

Brent.

- b. The Grant will be awarded for one-off expenditure or expenditure of a non-recurrent nature such as furniture, equipment, outings and costs relating to one off events. Requests for ongoing commitment such as salaries, rent and annual running costs will not be considered. **(Amended)**.
- c. Organisations must be financially viable, have a good management structure and the ability to deliver quality services to the diverse communities in Brent. **(Amended)**
- d. Organisations must submit a clear explanation of their proposed project in their application. **(New)**
- e. All projects/activity must be completed by the end of the financial year for which the grant is given and all funds must be claimed by the end of the financial year. For the purpose of the Fund the financial year will be from the 1st April to 31st March the following year. **(New)**
- f. Payment of the grant will be made in arrears i.e. organisation's must first incur the expenditure and then submit the relevant receipts before the grant is paid. **(Amended)**
- g. The maximum grant payable is up to £5,000 for each project subject to the resources held in the Fund. **(Amended)**
- h. In order to encourage new applications organisations who have received Edward Harvist funding within the last 12 months i.e. funded in the last financial year, will not be considered for the Fund. **(Amended)**
- i. The purpose of this grant is to 'top-up' funds already raised by organisations and therefore, organisations **must contribute at least 30%** towards the proposed project and must provide evidence of their contribution with their application. **(Amended)**
- j. All organisations must comply with the London Borough of Brent's Standard Conditions of Grant Aid.
- k. If funding is approved, organisations will be expected to submit a short evaluation report of the project to the Council by the end of the financial year. The report should detail how the grant was used, outcomes and achievements. **(New)**
- l. Please note that if your application is successful, the grant must be used for the purpose it was approved. The Council reserves the right to withdraw or reclaim part or whole of the grant awarded in event of the organisation failing to carry out the work for which the grant was awarded or failing to carry out the project within the financial year. **(Amended)**

October 2006