

ROYAL BOROUGH OF GREENWICH UKRAINE SMALL GRANTS PROGRAMME: TERMS AND CONDITIONS

1. You must complete and submit the application form by 5pm on 11/07/2022. No applications after this date will be considered.
2. All supporting documentation must be submitted with your application. For example, relevant policies, indemnities, risk assessments and DBS verification.
3. A representative for your application must be available for contact to answer any follow up questions from the panel prior to decision.
4. Royal Borough of Greenwich reserve the right to decline any application if they believe any aspect of this application to be fraudulent.
5. Any activities delivered as part of your project must conform to the appropriate Covid-19 safety guidance at that time.
6. If you are a community group or organisation, we will require you to sign up to the Royal Greenwich Equality and Equity Charter.
7. Funded organisations will be required to participate in the partnership Ukrainian Advisory Group.

Due diligence information

There are some key documents that we need to see to ensure that you and the people who take part in your project are kept safe and that the process for managing the funds has the appropriate safeguards in place.

Please include your organisation's policies and procedures if you have them in relation to:

- Safeguarding policy for children and vulnerable adults
- DBS policy and verification
- Public Liability & Professional Indemnity
- Health and Safety Policy
- Equality and Diversity Policy
- *Risk Assessment of your activity (to be provided if funded)*
- Volunteer policy
- Finance policy (including accounts if available)
- Other (documentation that is deemed appropriate to verify credentials to deliver)

You will also need to state any conflicts of interest i.e., if you are related to or have a business interest/partnership with either an elected member of Royal Borough of Greenwich, Cabinet member or paid officers/employees, including contractors.