

# **Joseph Boaz Charitable Trust**

## **Registered Charity Number 1011882**

### **Guidance about making a grant application**

#### **Objects of the charity**

The Joseph Boaz Charitable Trust is a grant giving charity that was set up under the Will of Joseph Keatley Boaz, who died on 29 November 1990.

The charity is a general purpose charitable trust.

#### **Who can apply for a grant?**

1. Charities
2. Voluntary organisations

Please note that we do not benefit individual grant applicants.

#### **Is there a geographic restriction?**

We only fund work that is carried out in Hull or East Yorkshire. However, your organisation does not need to be based in Hull or East Yorkshire to be considered for a grant.

#### **How do I apply for a grant?**

Write a letter of application that covers the following points:-

1. The background to you or your organisation
2. Why you are applying for a grant
3. How much you are applying for
4. Any special circumstances

You do not need to send us a copy of your accounts or annual report, but you are welcome to do so.

You might wish to attach additional documents in support of your application. This could include the following:-

1. Detailed costs, eg for a school trip or items of equipment
2. Details about any equipment that you would like this charity to purchase

When writing your letter of application, please bear the following points in mind:-

1. Try to ensure that your letter is no more than 2 pages of A4 paper
2. Your application can be typed or hand written
3. Include your address and contact telephone number
4. If you are a registered charity, please include your charity registration number
5. State who any grant cheque should be made payable to
6. If you would like to be paid by BACS payment please include your bank details (bank name, account name, sort code, account number)

You can either post or e-mail your letter of application and any supporting documents to us.

We do not have an application form.

### **Are there any items that the charity does not fund?**

We do not fund overheads, eg rent or salaries.

### **How much is the typical grant?**

The typical grant is between £250 and £500.

### **When are applications considered?**

There are two trustees meetings each year. These take place in June/July and November/December.

You can apply at any time for a grant, but the deadline for each meeting is usually one week before the date of the meeting. If an application is received before the cut off date, then it will be considered at the following meeting.

### **How will I know if I have been successful?**

Due to the large number of grant applications received each year, we can only reply to successful applicants. If you have not heard anything within one month of the trustees meeting, you can assume that your application has been unsuccessful.

### **How frequently can I apply for a grant?**

There is no limit on how frequently you can apply for a grant, but you are more likely to be successful if you make no more than one application every year.

### **Where should I send my grant application?**

You should send your grant application to:-

Mrs Cathy Giblin  
Joseph Boaz Charitable Trust  
c/o Graham & Rosen  
8 Parliament Street  
Hull  
HU1 2BB

### **What if I have any queries?**

If you have any queries, you should contact Cathy Giblin. Her telephone number is 01482 314241 and her e-mail address is [lcg@graham-rosen.co.uk](mailto:lcg@graham-rosen.co.uk)