**The Gallaher Trust**

Guidelines for Application for a Gallaher Trust Award

*This information is provided to introduce The Gallaher Trust and help you understand the eligibility criteria and application process for seeking support from the Trust.*

***Please read this information carefully before completing the application form for a Gallaher Trust Award.***

**The Gallaher Trust**

The Gallaher Trust is an independent charity which has the objective of promoting job creation and skills development and providing support to disadvantaged adults in need within the wider Ballymena community.

The Trust was created to administer a £5 million legacy from Japan Tobacco International (JTI), donated in response to the impact of the closure of the JTI (former Gallaher) Lisnafillan Factory in Ballymena.

**What we Fund**

The Trust aims to support a small number of high value projects over a longer-term period (of up to three years) in the following areas:

* Job Creation and/or Skills Development Projects which will help the development of both new and existing businesses (individual project value normally not less than £50,000 per annum and project expected to create 20 full time jobs over a three-year period)
* Projects supporting Disadvantaged Adults (individual project value around £10,000 - £20,000 per annum)

Examples of past and current projects can be found on our website, [www.thegallahertrust.org](http://www.thegallahertrust.org).

The Trust has an annual budget of around £350,000 for granting awards, which is normally allocated as follows:

|  |  |
| --- | --- |
| **Award Category** | **Annual Budget (£)** |
| Job Creation / Skills Development Projects | 280,000 |
| Disadvantaged Adults | 70,000 |
| **Total Annual Budget** | **350,000** |

In addition to welcoming applications via our website, we also actively seek delivery partners and projects that meet our objectives.

**Eligibility for Awards**

* We can only support applications that are aligned to the Trust’s objectives of promoting job creation and skills development and providing support to disadvantaged adults
* For the sake of clarity, the Trust is unable to support projects that involve children or are health or sport related
* Organisations applying for support must be run for charitable purposes or on a social enterprise/not-for-profit basis. (Organisations do not have to be registered charities but must show evidence of formal structure and sound governance). For the avoidance of doubt, we cannot provide funding directly to a profit-making business. If you are a business seeking direct funding, please read the section “**Businesses**” below
* The project must benefit those living in the wider Ballymena area, defined as the former Ballymena Council Area however, applicants can be part of a national or international charity
* Given that our resources cannot meet every need, the Trust prefers not to fund projects that could be eligible for statutory or other pre-existing funding sources
* Awards can be used in conjunction with other funding sources you may have already secured. The Trust would not normally expect applicants to ask for 100% funding for a project
* Applications for Awards will only be considered on the relevant Trust Application Form. Please complete the form clearly and answer all questions as fully as possible. Incomplete applications, or those lacking information or supporting documentation, may be declined
* **The Trust is oversubscribed each year, and it is strongly advised that you discuss your project with us in advance of applying to ensure it has its best chance of success**

**Conditions of Awards**

* All applicants must supply a copy of their most recent financial accounts or, in the case of new organisations, a copy of a recent bank statement
* Payment can only be made to organisations not to individuals
* Project KPIs will be agreed and monitored on a regular basis
* Beneficiaries will be required to sign a Legal Funding Agreement setting out the terms and conditions of the Award
* We ask that you publicly acknowledge The Gallaher Trust Award in a way that will be mutually agreed in the terms and conditions of the Award
* All information received will be treated in the strictest confidence

**Unsuccessful Applications**

The Trust reserves the right to refuse applications without giving reasons to the applicant or enter into communication about the refusal. An Award refused on one occasion does not mean that the Trust will refuse a future request from an eligible applicant.

If you have any questions, contact details can be found on The Gallaher Trust website [www.thegallahertrust.org.](file:///C:/Users/Greg/www.thegallahertrust.org)

**Businesses**

The Gallaher Trust is a registered charity and as such is unable to provide funding directly to profit making businesses. However, you may be able to benefit from the projects supported by the Trust as our key aim is to promote job creation and skills development in the wider Ballymena area. Of note, the NI Hospitality School is a good example where three businesses came together to form a not-for-profit to be able to access funds and create jobs – more information can be found at www.thegallahertrust.org.

Additionally, businesses can access support and advice, including information on grants and access to finance, by contacting the Economic Development team at Mid and East Antrim Borough Council [Economic Development | Mid and East Antrim Borough Council](https://www.midandeastantrim.gov.uk/business/amplify-mid-and-east-antrim/economic-development/) or emailing [amplify@midandeastantrim.gov.uk](mailto:amplify@midandeastantrim.gov.uk ) or by contacting the Ballymena Business Centre [www.ballymenabusiness.co.uk](http://www.ballymenabusiness.co.uk)