

Ruth Arkcoll Fund

The late Ruth Arkcoll's legacy established a fund whose use is restricted as stated in her will.

"... to the Riding for the Disabled Association ...to be earmarked to be used in the local area"

Other bequests which were more specific indicated the local area being Norfolk.

Accordingly payments from the fund will be made at the discretion of the East Region Committee including but not restricted to the uses below:

- For capital and revenue projects in Norfolk
- For RDA events only open to Norfolk groups

Applications for grants from the fund from Norfolk groups will be subject to the following criteria.

- 1) Applications for grants are welcomed for both capital and revenue projects
- 2) The standard maximum grant will be £500.
- 3) Groups may not reapply for 24 months after a successful grant application.
- 4) Applications from individual groups holding more than 12 months reserves are unlikely to be successful.
- 5) Applications must be made using the **East Region Grant Application Form** with the supporting documents attached.
- 6) The East Region committee and its grants subcommittee may ask for other supporting documents such as minutes of decision making meetings and forward plans to help evaluate each application.
- 7) The amount available in any year will be budgeted for by the region and agreed with the RDA UK Director of Finance & Resources

TIMELINE

Groups are urged to plan ahead when applying. Grant applications will open four times a year as follows

Applications made between	1 st Jan and 1 st March	Decisions made by end of	April
	1 st April and 1 st June		July
	1 st July and 1 st Sept		October
	1 st Oct and 1 st Dec		Jan the following year

EVIDENCE

- 1) When a grant is made the group must report back a maximum of 6 months after receiving the funds with documentary evidence of the expenditure to show that the grant has been used as agreed. For longer term projects a report must also be made on completion.
- 2) If funds have not been used within the agreed timeframe and purpose then they must be returned to the Ruth Arkcoll Fund.
- 3) Where a grant is made the region may ask to use the group's project for publicity to demonstrate the value of such funding.

All documents will be held in accordance with RDA UK GDPR Procedures.