

Standard Grant Conditions

To satisfy the provisions of the Will of the late John Villiers under which the constitution of this Trust has been established, together with the other interpreted regulations under which grants are exempt from the application of GST, the Trustees have determined that the following standard Conditions will apply to all Grants approved to Grantees:

1. The Grantee has successfully secured all budgeted funds for the Project (as set out in the grant application) and the Project has recently commenced or is about to commence and now seeks the grant funds from The John Villiers Trust.
2. In order for the grant to be paid, the Grantee will supply a Tax Invoice to The John Villiers Trust for the agreed amount of the grant or instalment as per the approved payment schedule. Please note that grants made by The John Villiers Trust are generally regarded as gifts for the purposes of GST legislation and therefore not subject to GST.
3. The Grantee will use the whole of the grant exclusively for the Project as described in the application submitted by the Grantee and not for any other purpose without the prior written consent of The John Villiers Trust.
4. The Grantee of:
 - a. A one-off Grant will use its best endeavours to complete the Project within twelve months from the date of receipt of the grant unless otherwise agreed in writing with The John Villiers Trust;
 - b. A multi-year Grant will provide satisfactory annual progress reports and financial acquittals to the satisfaction of The John Villiers Trust in order for subsequent grant payments to be made.
5. The Grantee will use its best endeavours to complete the project within the timeframe specified in their grant application unless otherwise agreed.
6. The Grantee will promptly advise The John Villiers Trust of any material change that may affect the Grantee's ability to undertake or complete the Project within the agreed timeframe and as outlined in the application approved by The John Villiers Trust.
7. If the Project is not completed within the agreed timeframe (or any extension to the agreed timeframe approved in writing by The John Villiers Trust), no part of the grant may be paid out or otherwise used after the agreed timeframe or extension without the approval in writing of The John Villiers Trust.
8. The Grantee will maintain adequate records to enable the use of grant funds to be identified, reported and checked readily. The John Villiers Trust has a right to inspect such records of relevance to grant funds on reasonable notice to the Grantee.
9. The Grantee will appropriately acknowledge the assistance of The John Villiers Trust in any published or display material and will only use The John Villiers Trust's logo within the approved Logo Guidelines.

10. The Grantee will provide a Grant Report of the Project within two months of the end of the agreed project period using the Grant Report Forms as supplied by The John Villiers Trust. The Grantee will report against the Project's objectives, aims and expected outcomes as stated in the original Grant Application, and provide a signed statement of expenditure showing the amount received, details of expenditure and any balance of unspent grant funds.
11. The Grantee agrees that The John Villiers Trust may use general information regarding the Grantee organisation, project and size of grant for communication purposes (e.g. on The John Villiers Trust's website; in The John Villiers Trust's annual report etc).
12. The Grantee must ensure that all rights, consents, licences and permissions have been obtained prior to submitting images and/or video. Images sent to The John Villiers Trust should include captions, names of any people pictured and any acknowledgements required. The provision of information and images will be taken as permission to reproduce and publish.
13. In addition to the Standard Grant Conditions above, the Grantee accepts that The John Villiers Trust may set additional specific conditions and requirements on the grant as advised in writing in the official grant approval notification.
14. Failure to meet with any of the above Standard Grant Conditions may result in The John Villiers Trust withdrawing the grant. In addition, non-compliance with the grant conditions will be taken into consideration if future applications are submitted to The John Villiers Trust by the Grantee.