

THE ARTS SOCIETY OXFORD CHARITABLE GIVING POLICY

Overview

As an Oxford based Society and registered charity we recognise a responsibility to support local, community organisations. This policy aims to clarify the factors that influence the Society's donation decisions and to explain how such decisions are made. It will enable groups and projects seeking funding to understand the process and to submit applications in the required form, with the necessary information. It reflects the objects of the Society as set out in its constitution which are "the promotion and advancement of the aesthetic education of the public, the cultivation, appreciation and study of the decorative, fine and other arts and the giving of aid to the preservation of our national artistic heritage for the benefit of the public".

Oversight Responsibility

Trustees carry overall responsibility for allocation of funding and set the annual budget for charitable giving each year, in consultation with the Community Arts Projects Committee. The CAPC will review the bids received, and select a shortlist for consideration by the Board of Trustees. The CAP Committee's submissions to the BoT will comprise:

1. Recommendations with a summary of reasons for selection (together with the application form and the TASO Project form with a financial breakdown)
2. Rejected applications plus details of the reason for rejection

The ultimate decision regarding approval of the funding of projects will lie with the BoT. Following approval of successful bids by the BoT, the CAPC will respond to all applicants, advising them of the decision. They will also review the progress of projects funded by TASO and report back to the BoT with an evaluation of outcomes at the end of the project.

Criteria for Eligibility

When submitting applications for funding, organisations should bear in mind the following principles that influence the Society's grant-giving.

1. All applications must have an arts and/or artistic heritage focus.
2. Our aim is to develop awareness of the arts and to promote personal development through artistic / creative involvement. We will consider projects that take into account the needs of particular groups for whom art-based activities provide enjoyment, stimulation and learning.
3. We will consider any project in the immediate Oxford area, but recognising that many projects will draw on a wider Oxfordshire area through museums, galleries, hospitals etc.
4. Our funding supports the direct costs of projects, typically materials and fees of artists/facilitators but will not support the overhead costs of host organisations.
5. Projects which carry match funding will be considered.
6. Part of TASO's annual funding will always be made available for projects aimed at the young (under 18 years of age) if suitable applications are received.
7. Support for projects involving the preservation of our national artistic heritage for the benefit of the public will be considered.
8. The Society recognises the importance of supporting causes that find it difficult to attract funds.

Exclusions

1. Requests from outside of the Oxfordshire area will not be considered.
2. Requests from organisations conducting fundraising on behalf of others (third party giving) will not be considered.
3. Requests for funds for capital expenditure will not be considered.

Request Procedure

1. The CAPC will use two deadlines for project applications each year: the end of March and September. Nevertheless, some flexibility will be preserved for those received outside of these application windows.
2. Applications for funding must be made on the Application for CAP funding which is available on the website, together with guidelines – www.theartsocietyoxford.org.uk They **must** be submitted by e mail to info@theartsocietyoxford.org.uk with Word documents attached. Any personal approach to a Trustee will be referred to a member of the CAPC as well as directing the enquirer to the information and application procedure available on the TASO website
3. All applications will be acknowledged and all applicants will be informed of the outcome of their applications. The BoT meets every two months and therefore applicants should be informed of the outcome within a maximum of 4 months of receipt of the application.

Glossary

BoT Board of Trustees

CAPC Community Arts Project Committee

TASO The Arts Society Oxford