

Emergency Fund Policy

Policy Statement

This policy outlines the criteria and considerations given to awards classed as emergencies. This should be used as a guide to decision-making and for ensuring that applications are eligible for consideration.

Emergencies refer to unexpected events that result in major physical loss or damage, social and/or economic disruption, and human suffering. Emergency situations involve disruption of normal livelihood and economic activity, destruction of property, housing and public services; breakdown of industrial, commercial and communications infrastructure; human displacement and loss of life. In such situations, traditional coping mechanisms are undermined and outside assistance is necessary until a degree of normality is restored.

Awards made are restricted to a maximum of £200,000 and are a one-off in nature. In ordinary circumstances it is expected a single award will represent no more than £100,000. The number of awards made in one calendar year is dependent on the amount of uncommitted funds available. They may, for this reason, not be available every grant-award year. Subject to funds being available, applicants can apply at any time.

Policy headline: One off awards of up to £200,000 for emergency situations can only be made to existing beneficiaries

Policy Context

The Trust's governing articles permit the trustees to decide the most effective way to utilise the Trust's funds in furtherance of its objects.

Definition of Emergency

The three principal types of emergency situations are:

- (i) *Natural or major disasters*: These are situations caused by natural phenomena such as droughts, earthquakes, floods, fires, hurricanes, landslides, volcanoes, and crop pest invasions as well as medical emergencies such as ebola.
- (ii) *Accidents*: These are situations caused by inadvertent and unforeseeable events resulting in damage to public utilities, services or infrastructure
- (iii) *Conflicts*: These are situations arising from wars, border disputes, civil strife or other political events that cause social and/or economic disruption and hardship.

Criteria for Emergency Assistance

The following five criteria must be fulfilled to qualify for an emergency fund award.

The emergency fund is available:

- (i) to support a response that fits with the charitable aims of the Trust;
- (ii) for existing charities supported by our players provided that they are the most effective partner and have capacity to provide swift assistance;
- (iii) where the emergency situation is of a scale which is beyond the capacity of the Country and its own agencies;
- (iv) when the aim is to help restore a degree of normalcy as quickly as possible and after occurrence of a disaster, to prevent a recurrence of such disaster; and
- (v) to causes that appeal to our players and that *they* would support funds being awarded to as evidenced by player feedback.

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Requirements

- Implementation of emergency assistance will be entrusted to a specialised agency operating in the country or a credible registered NGO.
- The fund by its nature is restricted yet the Trust will enable the charity to direct the funds where they feel it is best used in response to the agreed emergency.

Applicants must be aware that:

- awards of up to a maximum of £100,000 are eligible unless the Trustees deem otherwise;
- awards are granted on a one-off basis and are supplementary to any regular award;
- awards are time limited;
- clear messaging and tangible outcomes/aims should form part of the application;
- acknowledgement of the funding will be agreed with the Trust Advisor prior to funds being released; and
- formal progress updates will be required and agreed with the Trust Advisor.

Restrictions

Awards are designated against a specific appeal or response and are one-off in nature. The number of awards made in one calendar year is dependent on the amount of uncommitted funds and may not be available every grant-award year.

Eligible costs

All costs associated with delivering of the emergency response, including operational costs, are eligible.

Approval

Approval for the award must be made by a majority of Trustees. In case of a dispute, the chair has the casting vote.

From point of application, the Trustees aim to make a decision within 10 working days.

Eligible applicants

Applicants can apply if they are:

- current beneficiaries of regular funding from the Trust;
- registered charities or NGOs or consortiums of charities working under a formal memorandum of understanding, where one of the partners is an existing beneficiary;
- undertaking their charitable activities in the agreed geographical areas of Trust funded activity; and,
- undertaking their charitable activities within the confines of the Trust's charitable objectives.

Applicants who have already or are looking to match fund existing support are favoured.

Exceptions

Where an emergency appeal is made where there is no obvious supported charity with the ability to respond, then the Trust Advisors, instructed by Trustees, will approach an alternative partner. Due to 'Due Diligence' processes required for an award to a new beneficiary, the resulting approval process may take slightly longer to confirm and assess.

Process

- The Trust Advisor will invite interested parties to apply if funds are available.

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- The Trust Advisor assesses the 'need' following an approach. If the emergency is deemed eligible then the Head of Charities or nominated responsible person under the Service Level Agreement will formally approve to continue to next stage within 48 hours.
- A two-page summary application is completed by the applicant.
- The summary is sent with recommendations to the Trustees who confirm approval or rejection within a maximum 2 working days. Quorum rules apply and Chair has any deciding powers required.
- Acknowledgment requirements confirmed and a funding agreement is released to the beneficiary.
- Funds are paid to beneficiary within one week of approval.

Review

This policy is reviewed alongside any strategy changes. Otherwise on an annual basis.

Last updated: March 2018

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