

Wates Family Enterprise Trust Grant-Making Policy

The purpose of this policy is to set out the principles, criteria and processes that govern how the Wates Family Enterprise Trust makes grants.

A grant is defined as a financial award made by Wates Family Enterprise Trust from its funds to support charitable activities, usually to registered charities, Community Interest Companies, Social Enterprises and other organisations and bodies, as authorised by the Board of Trustees, either directly or through delegated authority.

1. Objects of Wates Family Enterprise Trust

1.1 Wates Family Enterprise Trust

Wates Family Enterprise Trust (WFET) was established in 2008 to support initiatives that make a real difference to society. The Trust forms a vital part of the Wates Family's commitment to being engaged stewards of a business that combines wealth creation with social responsibility. All the organisations supported are identified by the Wates Family, individual Wates Group employees and members of the Social Value Team.

2. Grant Making Principles

The principles that underpin governance of Wates Family Enterprise Trust are:

- The Trustees have ultimate collective responsibility of all grant-making decisions in line with their respective charitable purposes and any restrictions agreed with donors and joint funding partners
- Trustees may delegate certain decision-making authorities to its sub-committees or Secretariat staff within its framework of delegation
- Trustees reserve the right to apply conditions to any grant
- Trustees reserve the right not to approve any recommendation to award a grant if they (or those acting with their delegated authority), determine that the resulting award will not be charitable, falls outside the charity's priorities or criteria for funding, would conflict with WFET's stated policies/strategy or might damage the reputation of the Trust.
- Trustees will ensure that any connected entities are declared and that grants are not considered where there is a bid under consideration through the Wates Group.

3. Grant Making Criteria

3.1 WFET is a registered charity and can only make grants to support activities that are charitable by law. Organisations do not have to be registered charities to apply for a grant under either charity. Grant awards are always restricted to a specific charitable purpose.

3.2 The Wates Family Enterprise Trust is not open to applications from the wider public. All organisations that receive funding are selected by:

- Trustees of WFET
- The children of Wates Group Shareholders and employees of the Wates Group either individually, through internal campaigns or through business units
- Our specialist staff in connection to our programmatic funding themes.

3.3 Wates Family Enterprise Trust has its own published guidance to assist with applying for a grant award and there is a support mechanism in place offered by the Secretariat to ensure that any organisation nominated for a grant is assisted with developing their application, therefore, increasing their chances of receiving a grant award. The support, together with due diligence, can also serve to identify reasons why a grant may not be recommended.

3.4 WFET will not directly fund an individual unless, as in the case of the Sports Awards, they are for the spouse or children of a Wates Group employee competing in a sport at a National level or artistic endeavour at a professional level.

3.5 There are no specified lower limits to the amount of grant that can be awarded under WFET. There is no upper limit but applicants are normally advised of the typical grant size. A grant award amount may also be recommended to applicants.

3.6 Payments to overseas charities which have bank accounts abroad will only be permitted if the grant exceeds £10,000.

3.7 Grants cannot be made retrospectively. Therefore, applicants are advised to only apply for projects that will start after, or will still be continuing, after the outcome of a Grants Committee or Trustees Committee decision.

3.8 Whilst some grants may be paid immediately, other grants may be deferred pending recommended action or meeting of a specified condition of grant. Grants may also be withdrawn where an organisation is not able to utilise the grant within 12 months of confirmation of an award.

4. Grant-making processes

4.1 Each nominated organisation will need to pass the Secretariat's due diligence process before being invited to apply for a grant through the WFET. Due diligence consists of the following steps:

- Confirming that the organisation undertakes eligible charitable activities and is able to receive a grant.
- Checking financial health of the organisation and that a grant will be properly managed.
- Checking that appropriate Governance arrangements are in place and utilised.

- Confirming that the appropriate policies and processes are in place, as advised by the Charities Commission.
- Confirming that any grant award will be used for charitable aims and has clear wider public benefit.
- In the case of some WFET applications, checking to ensure that any connected entities have been declared and that there are no contract negotiations in train that could infer a grant to be an inducement or a bribe.

Once all checks have been completed, contact is made with each organisation applying for a grant to confirm due diligence, explore the organisation's current activities and future plans, and how a grant may be used.

- 4.2 In addition to responding to nominations to support organisations, the Trustees may, at their discretion, invite or commission proposals, or combine their funds (both internally and with other grant givers) to jointly support projects or programmes that support the charity's priorities.

In summary, The Trust is able to accept and distribute funds from others and on other funders' behalf. The Trust is able to donate to other grant making bodies or collective funding initiatives.

- 4.3 Joint funding agreements will be accompanied by clear agreements between funders if money is transferred as a pooled fund or collective giving. These will articulate the relationship and responsibility between the funders and with the recipient. Reporting, due diligence and administration will be shared, as far is possible, to reduce burden on the applicant. Where applicable, funders will meet collectively to agree milestones and decisions during the life of the grant. WFET hold ultimate authority and decision-making responsibility. This includes the ability to be able to delegate to a programme board with WFET trustee representation.

In the event funds are allocated to WFET in support of work, a clear agreement will be drawn up, outcomes and expectations agreed, payment schedules articulated and reporting requirements will be collectively agreed. WFET trustees will be central to the decision to accept funds in this way.

- 4.4 Trustees delegate responsibility for the approval of grants from different funds as follows:

- WFET grants up to £5,000 – the Director of Wates Family Enterprise Trust
- WFET grants £5,001 to £10,000 – Chairman of WFET

All other grants will be made by the Trustees.

- 4.5 The full grant assessment and grant monitoring process have been approved by Trustees.

- 4.6 All organisations submitting unsolicited requests for funding will be contacted by phone, email or in writing to advise them of our criteria. The website for Wates Family Enterprise Trust clearly advises that unsolicited applications will not be considered.

- 4.7 If a grant is not claimed within twelve months of award, or in the case of multi-year awards twelve months after the due release date, the Secretariat will seek to rescind the grant following consultation with the sponsor of the application. Rescinding a grant would not prevent an organisation from re-applying for an award once they were in a position to utilise the funds, providing the family member, Trustee or Business unit is still happy to act as sponsor.
- 4.8 Grant applications of below £5,000 will be treated as light touch and may not be visited prior to a grant award unless specific concerns are raised by Trustees or the Secretariat.
- 4.9 Grant requests for post building refurbishment projects that take place after the completion of building works will be considered for support at around nine months prior to the estimated completion of building works.
- 4.10 The Trust has a detailed grant-making process document and a separate Salesforce process document for Staff, which can be viewed upon request.

5. Monitoring, Reporting and Publicity

- 5.1 At the time of a grant award, conditions may be stipulated; conditions will need to be met before the release of any funds.
- 5.2 At the time of the grant award, grantees are asked to confirm that there have been no significant changes to the finances or governance of the organisation since the original due diligence was undertaken. A statement will be required from a member of the Executive or governing board to this effect. This is again confirmed upon signature of the Terms & Conditions.
- 5.3 All applicants receiving a grant of £5,000 or more are required to submit a monitoring report. This will be generated internally and shared with organisations prior to the scheduled reporting date. At the conclusion of any multi annual funding award, each applicant will be required to submit a final monitoring report, normally within one month of the end of the grant. This report format will be shared by WFET staff in advance. The nature of our relational funding approach should mean that written reports form just one element of an ongoing relationship and discussion with each successful applicant. We will always aim to provide feedback on every report submitted.
- 5.3.1 Applicants in receipt of a grant over £50,000 or under one of WFET's core thematic funding programmes will be required to show where change has occurred (anticipated or unanticipated) in line with WFET's Domains of Change. Three key outcomes will be identified at application stage with the applicant. Stories of Most Significant Change will be used by grantees to supplement reporting. Guidance and support will be provided by WFET staff throughout the life of the grant.

During the life and at the conclusion of an award, thematic grantees and partners will be invited to participate in reviews of the collective (programmatic) ambition and progress towards a goal, as well as their own achievements and learnings. Reporting is about learning and sharing as much as it is about achieving outcomes.

- 5.4 In the case of multi-year awards, or if an award is payable in instalments, the payment of subsequent grant instalments will be dependent on satisfactory progress having been demonstrated. Trustees reserve the right to withdraw, withhold or request the refund of a previous instalment in full or in part on receipt of unsatisfactory progress reports, or failure to spend the full grant award without good cause.
- 5.5 Monitoring visits by the Secretariat or Trustees may take place at any time during the course of the specified timescale of a grant award.
- 5.6 The Trust aims to be a responsive and flexible funder. Grantees and partners are encouraged to contact the Trust if any change arises or with any concern. We will do our utmost to respond in a supportive manner rather than penalising organisations for situations which may be out of their control. This may mean that reporting and funding timelines can be flexed or that funds can be reallocated. However, confirmation must be sought from the Trust and its trustees.
- 5.7 The Trust does not have an appeals policy nor operate an appeals process due to the fact that it does not accept unsolicited applications. Due diligence is usually undertaken in advance of approaching an organisation and/or developing their application with them, thereby removing a significant element of uncertainty prior to an invitation to apply.
- 5.8 Funded organisations may be asked to take part in publicity for the promotion of WFET. This may include but not be restricted to their name and photographs provided by the organisation being used and the publication of the impact of their grant on the WFET or Wates group's internal or external websites. Wates Family Enterprise Trust will ensure compliance with GDPR in the use of any publicity.
- 5.9 Organisations cannot publicly use WFET's name or logos to acknowledge funding until this has been approved by the Wates Family Enterprise Trust.
6. Wates Family Enterprise Trust would expect to receive copies of any published articles, papers or other outputs which may result from a grant award given by one of its charities. The Secretariat should have sight of any documents prior to publication.
7. **Amendments**
The Trustees of WFET may vary the terms of this policy from time to time.

Approved by Trustees: 4th March 2026
Next Review Date: 4th March 2028

Appendix 1 What we will and will not fund

As a pro-active grant-maker, grantees are identified through the processes above. Applications are by **invitation only**, except in special circumstances.

The Wates Family Enterprise Trust makes grants through several schemes and across three strategic themes of:

- Life Opportunities for Young People
- Housing
- Sustainability

More detailed information on each of these themes can be found on our [website](#).

Exclusions to our funding are listed below:

- Work that is not legally charitable.
- Political parties, political lobbying or campaigning.
- Churches, other religious organisations, community or charitable organisations, where an award will be used for promoting religion generally, or for a specific faith. This does not exclude awards to any such organisations where the purpose is for the benefit of the public (health; poverty; education; social behaviour; young people; the elderly; etc).
- Individuals – other than under our Sports Awards
- Statutory bodies, including local authorities and their agencies, including replacing cuts in funding by statutory bodies.
- Other grant-making bodies (except through partnerships).
- Capital projects.