



QUEEN VICTORIA FUND for READING (QVFR)

Guidance for Applicants 2025-26

1. QVFR makes grants only to organisations, not to individuals or households. In order to be eligible for funding, an organisation does not need to be registered as a charity, but must be properly constituted, with its own bank account and with responsible officers, e.g. Chair, CEO, Treasurer.
2. Statutory bodies will not normally be funded for core work, but individual projects or units within a statutory body may apply if their activity in the field of health aligns with the current QVFR objectives.
3. All applications should include a full copy of the organisation's most recent accounts, not a summary.
4. Applicants must demonstrate that they have a need for additional funding. In particular, an organisation with substantial reserves must demonstrate why its reserves could not be used for the application's purpose.
5. Applications must be principally for activities and projects within the charity's area of benefit, which is "the Greater Reading area".
6. Local branches of national charities may submit applications for grants, but the application must originate locally, must be for a local purpose or project, and must demonstrate that the local branch is active and self-sufficient.
7. It is expected that most applications will be for revenue and equipment costs in support of a particular project. Whilst applications may be accepted to fund salaries and office-costs for time-limited projects, applications for contributions to core running costs will not normally be considered.
8. Where projects are to be part-funded, the QVFR portion will not normally be paid until all the funding needed has been committed.
9. Projects which extend over two or three years may be funded in the form of multi-part grants paid annually, with each annual payment being made only upon submission of a satisfactory report on the previous year's progress.
10. Smaller grants will normally be paid in full at the beginning of a project; larger grants may be paid in instalments, at the discretion of the trustees.
11. It will be a requirement for all successful applications that a full report on the expenditure of the grant will be submitted within two months of the project's end-date.
12. For grants in excess of £5000, a QVFR trustee will normally be nominated for purposes of oversight and liaison as the project proceeds.