



# Beneficiary Checklist

Meeting Needs has a rigorous due diligence process to ensure that more than 70% funds raised by our supporters go directly to support specific projects that improve the lives of people in communities in the UK and around the world.



## YOU HAVE A SPONSOR FROM THE MEETINGS INDUSTRY

Successful applicants must have a sponsor from the Meetings Industry. The sponsor can be anyone who works within the UK Meetings Industry that knows and supports the charity applying for a grant.



## YOU CAN SUPPLY A SET OF ACCOUNTS DATED WITHIN THE LAST 12 MONTHS

Successful applicants must supply a set of accounts dated within the last year. Priority will be given to charities with less than £100,000 income and that can demonstrate overheads are not more than 20% of income.

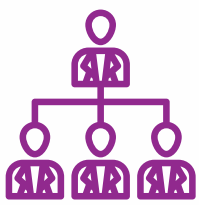


## YOU HAVE NOT APPLIED FOR OR RECEIVED A GRANT FROM MEETING NEEDS IN THE LAST 12 MONTHS

Repeat applications are welcomed, however successful applicants cannot have received a grant from Meeting Needs within the last year.



## YOUR APPLICATION DOES NOT INCLUDE REQUESTS FOR :



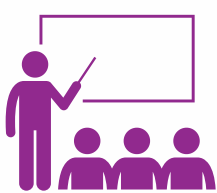
### STAFFING COSTS

Grants from Meeting Needs cannot be used toward covering staffing costs or other related overheads.



### PROPERTY OVERHEADS

Grants from Meeting Needs cannot be used toward property overheads such as ground rent, rent, or property upkeep or repairs , etc.



### TRAINING COSTS

Grants from Meeting Needs cannot be used toward training costs for charity staff.



## YOUR ORGANISATION IS NOT A RELIGIOUS OR POLITICAL ORGANISATION:

Meeting Needs grants cannot be used toward projects that provide services or benefits only to people of a certain religion or belief or excludes anyone based on gender, race, sexuality, etc.