



King Charles III Charitable Fund (KCCF) Reporting Guidelines

King Charles III Charitable Fund

A company registered in England No. 06777589 and registered Charity No. 1127255
Registered office address: 3 Orchard Place, Broadway, London, SW1H 0BF



Introduction

KCCF asks all grantees to report on progress and impact at least every twelve months for the duration of the grant period. Our reporting framework varies depending on the grant programme, size of the award and length of the grant period.

We use progress reports to find out how the work we are funding is going and understand how KCCF funding is transforming lives and building sustainable communities. Reporting is an important part of our award monitoring process and helps us to support organisations effectively.

Reporting guidance

We ask all grantees to submit information via an online form. The link to this will be contained in your grant agreement or award letter, and you will also receive reminders via email.

Small grantees

The report you submit is made up of several sections:

Organisational detail

First, we ask you to reconfirm a few details, with a brief project overview, confirmation of funding themes and the location of the project / activity you received funding for.

Secondly, we ask 'How has our funding helped to transform lives and build sustainable communities? Please provide qualitative and quantitative information to evidence the direct impact of our support.' There is plenty of space for you to answer this question in detail.

Impact of our funding

This section focuses on how our funding has made a real difference. Depending on the nature of your project, you should fill in one or both of the following sections.

Funding which directly supports people and communities

These questions focus on who our funding supports, and how many people have been directly and indirectly by KCCF funding.

Funding which directly supports the natural and / or built environment

These questions focus on the positive environmental benefits of our funding, whether that be biodiversity, encouraging a circular economy, building conservation or something else. We ask that you provide relevant quantifiable information where possible – for example, the area of habitat restored.

Case studies and other documents

Please include at least one case study or testimonial relating to the work that we have funded, as well as supporting imagery.

Large grantees

For guidance on submitting your report, please email your KCCF contact.



Sharing news outside of reporting

KCCF is always delighted to hear from our grantees and encourages you to share stories and impact with your KCCF contact.

We often share grantee stories on our website and social media – if you have anything you would like to be featured, do get in touch.

Please invite KCCF to events and meetings - we will make every effort to attend if we can, and if not we will try to highlight and support your work in other ways.

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