



Useful information for grantees

This document provides useful guidance for all KCCF grantees regarding acknowledgement, publicity and reporting. If you have any questions, email your contact or contact@kccf.org.uk.

Grant acceptance

We do not require a formal receipt to acknowledge you have received funds. Any request for changes in use of funds or a variation to the terms of the grant agreement should be agreed via email with your usual KCCF contact.

Acknowledging our support

We are happy for you to publicise our support in line with the guidance below and the grant agreement. Press releases that mention KCCF should be sent to us for prior approval. We are happy to provide guidance – please do ask if you have any questions.

Referring to us

We ask that grantees refer to us in full as ‘King Charles III Charitable Fund’ and thereafter ‘the Fund’ or ‘KCCF’. Please do not refer to us as the ‘Trust’ or ‘Foundation’. This applies to any acknowledgment of our support in your accounts, impact report, website and other marketing or promotional materials.

Using our logo

Advance permission should be requested before using our logo. You can do this by emailing contact@kccf.org.uk. Subject to our agreement, we will provide you with high resolution files along with our brand guidelines. Please do not save a copy of our logo from our website or elsewhere on the internet.

Reporting guidance

We ask all grantees to submit information via an online form. The link to this is contained in your grant agreement or award letter, and you will also receive reminders via email. Further reporting guidance can be found [here](#).

Sharing news outside of reporting

We often share grantee stories on our website and social media @kingcharlesfund – if you would like your organisation 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.

Organisational changes

If anything significant changes at your organisation – positive or negative – please do let us know. You must inform us if you make a serious incident report to the charity regulator in respect of any matter which may damage the reputation, status or perception of your organisation or KCCF.

Last reviewed February 2024