

The Hibbert Trust

Guidelines for Applications relating to the Hibbert Trust and the Case Fund

General

1. The Hibbert Trustees are responsible for the administration of both the Hibbert Trust and the Case Fund, whose objects are set out in a Deed of Robert Hibbert and the Will of George Case respectively as follows:
 - (a) The application of funds in ways conducive to the spread of Christianity in its most simple and intelligible form and the unfettered exercise of private judgement in matters of religion.
 - (b) The promotion of free thought and the search after truth and of unfettered learning and utterance on religious matters or the development of culture.The Trustees will consider all applications which in their opinion come within the above objects. The funds available to the Trustees are limited and especially so in relation to the Case Fund.
2. In considering applications the Trustees will have particular regard to:
 - (a) The quality and value of work already being carried out and proposed to be carried out;
 - (b) Its contemporary relevance;
 - (c) The effectiveness of the means proposed for disseminating the ideas. (Consideration will be given to any of the following methods: advanced study; research; publication; seminar/workshop; course; the purchase of written and audio-visual material for libraries; or any other means considered to be of special relevance to a particular project.)
 - (d) Its position in relation to other work being done in the same field.

Submission

3. Applications should be typewritten and submitted to the Secretary of the Trust by 1 May for consideration by the Trustees at the June meeting, or by 1 October for consideration at the November meeting.
4. In the case of an application being refused by the Trustees, no explanation as to the reasons for its refusal will be given.
5. The Secretary will be glad to advise applicants on the procedure for submission but the following general points should be observed:
 - (a) Where an application is for a grant towards the cost of postgraduate study, full details of the proposed course of study including fees, travel costs etc. should be given. In the case of research, an outline of the project, expected length of time and a statement of related costs should accompany the application. In either case, a list of bodies to whom application may have been made or is being made for financial assistance should also be submitted.
 - (b) Where an application is for a grant towards the publication costs of research, an outline of the research together with an estimate of the cost must be submitted *prior* to publication. In the case of a book, a copy of the ms should be forwarded in time for the Trustees to comment on it *prior* to its publication. The Trustees may make arrangements for the copyright on the published edition of any work for which they have made a substantial contribution towards publication.
 - (c) Where an application is for a grant in support of a Journal, it should be accompanied by three copies of recent issues together with a copy of the latest Accounts and any Report thereon, along with the Budget for the current year and a statement as to future hopes and aspirations.
 - (d) Where an application is for a grant towards the costs of a seminar, course, workshop, or audio-visual material, full details of the same should be submitted along with a statement of costs and how it is hoped to defray these. In the event of a grant being given for such a purpose, a written evaluation of the work done and any outcome deriving from it will also be required.

- (e) Where the application is for books for library use, a list of the books, their publishers, and itemised cost should accompany the application.
 - (f) Where the application is from an organisation, national or international, it should be accompanied by a detailed report of the organisation's work together with a copy of the last audited accounts and budget statement for the current year. Applications from these organisations for a particular project to be undertaken by them should give details of the nature and costs of the project and relevant information under the preceding paragraphs.
6. Grants will lapse if not taken up within three years of notification of their award. At the discretion of the Trustees, a renewed application may be considered.
 7. The Trustees may, at their discretion, grant the title of Fellow or Scholar to any recipient of a grant made under the provisions of Clause 5(a).

All enquiries and applications should be addressed to the Secretary to the Trusts:

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63 Westbury Leigh
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All applications must

**Clearly state the purpose for which the grant is sought
Enclose up-to-date accounts and/or a detailed project budget
Assess the benefits of the application for the wider public**

All grant recipients must

Report regularly on their project to the Trustees