Le Catillon II Hoard Fund

Application Guidance Document

Highlands College Foundation

(Version 4 – 11 July 2025)

Introduction:

The Highlands College Foundation (HCF) is a member of the Association of Jersey Charities (membership no. AJC519) and holds the Registered Charity Number: 280. The aim of the HCF is to secure and disburse funds, that may be restricted or unrestricted, for educational benefit – primarily serving the interests of Highlands College students.

Jerseys', Le Catillon II Hoard reveals a remarkable chapter in our island's history. As the world's largest Celtic Coin discovery, discussions continue as to what might have led people to bury a hoard of some 70,000 coins and jewellery in Jersey 2,000 years ago. There are coins, gold neck torc's and metal ingots from the Le Catillon II Hoard, as well as a rare leather purse which is the only known Iron Age example of its kind.

The HCF has worked with Jersey Law Officers to amend the Constitution to enable the administration of Le Catillon II Hoard Fund (the Fund).

It falls upon The HCF and all trustees to promote, market, and advertise a wide-reaching campaign to encourage applications for grant funding. In doing so, assigned Trustees will review applications against defined criteria and successful applications will receive a grant. The total available grant is £250,000.

Eligibility Criteria

The HCF will give due consideration to applications aligned to our amended Constitutional clause, being:

> *'The promotion of scientific and educational research into the Le Catillon II Hoard, including research by staff, students and alumni of Highlands College and research by any third party, in Jersey or overseas.'*

The scientific and educational research is to have public benefit, there are no geographical restrictions and applicants must be over 18 years old holding a valid passport.

Applicants may make one submission per Bid period (Quarterly application bid submission period). The HCF reserves the right to hold multiple Bid periods until the Fund is disbursed.

Applications received from Entities will be subject to full due diligence.

The HCF reserves the right to request further details throughout the bid process.

Application Guidelines

The HCF is anticipating a wide range of applications in terms of scientific and educational research requests that will vary in monetary value. Aligned applications seeking a grant from £500 to £50,000 will be considered. Activities, acts and expenses that are deemed unlawful, as stated in Jersey Law, will not be supported.

All applications are to be made by noon (Greenwich Mean Time) on a specified date, via the form below. In each year there are likely to be at least 2 bid periods.

https://forms.office.com/e/42uzEJ3sGZ

Successful applications will be required to provide additional information this being, but not limited to:

- three months' Bank Statements
- proof of address
- AML checks
- criminal convictions check
- for entity applications, 3 years Financial Statements
- driving Licence

GDPR and Data Protection Notice

By submitting an application to The HCF for receiving a grant from the Le Catillon II Coin Hoard fund you are giving consent under the General Data Protection Law (GDPL) to Highlands College Foundation and Highlands College for us to confidentially hold your personal data on our records. Your personal data will be used for processing / assessing your grant application and for sending you further information about The HCF events and activities. If your grant application is approved, the HCF will need to retain your personal data for three years after you have successfully completed the work for which your grant was awarded, after which period you may request we remove your personal data from our records.

If your grant application was not approved at any time you may request we remove your personal data from our records which will include deleting your grant application information. HCF will not pass your personal data onto any other third party, except when legally required or for regulatory and insurance purposes.

To request for your personal data to be deleted, please write to: info@highlands.ac.uk marking the subject ATT: Highlands College Foundation.

Selection Process

The Fund is available globally therefore the HCF anticipates high interest and a high quality of applications.

Applications will be filtered via a traffic light system:

- Red – rejected and data deleted;
- Amber – held and data retained for further discussion or information ref the application; and
- Green – Qualified 1st Phase.

Application responses will be weighted based on completeness, alignment to the HCF Constitution objectives and the perceived public benefit. Specialists may be invited to support the trustees in approving (or otherwise) applications.

Based on the number and quality of the applications, the HCF may: refine the 2nd Phase selection criteria, revise the eligibility criteria or adjust any future Bid periods.

All applications will require final approval by the HCF committee.

Reporting and Monitoring

Successful applicants will be required to provide a report within 12 months of having received the funds. Details will be provided to applicants prior to accepting the grant.

Terms and Conditions

The HCF reserves the right to amend, adjust, alter or remove any terms at any time.

Only one application per person or entity will be accepted per Bid period.

Successful applicants will have to meet all criteria requested before disbursements of funds are actions. Funds may be disbursed in whole or part at the sole discretion of the HCF. Funds are only to be used for their intended purpose as stipulated in the application.

Contact Information

Contact in relation to the Fund is to be made to: foundation@highlands.ac.uk marking the subject ATT: Highlands College Foundation.

Timelines

Item	**Date**
Application Close (1st Bid period)	29th August 2025
Application Review	September 2025
Qualifying Applications Requirements	TBC
Successful Applicants	November 2025
Funding issued	December 2025
Grant Reports for 1st Bid period	TBC
HCF Audit and Review	TBC

* Subject to change.

Glossary

Application	means the submission of the Fund application form.
Bank Statements	means the statement provided by a bank that represents the applicant or entity. Transactional details may be deleted however all other statement credentials are to be shown.
Bid period	means the closing date for applications to be submitted in the relevant Qtr.
Entity	means any corporation (including any non-profit corporation), general partnership, limited partnership, limited liability partnership, joint venture, estate, trust, company (including any company limited by shares, limited liability company or joint stock company), firm, society or other enterprise, association, group, subgroup or organisation.
Highlands College	means the further and higher education college in Jersey in the Channel Islands residing at Highlands College, Highlands Lane, St. Saviour, Jersey JE1 1HL
Highlands College Foundation (HCF)	means the entity established to raise and disburse funds primarily for Highlands College students.
Le Catillon II Hoard Fund (the Fund)	means the total fund of £250,000.
Public benefit	means a benefit that accrues to the public at large rather than to a person, a small group of persons or to a private enterprise.
Qualified 1st Phase	means that the application has successfully passed the initial criteria and selection process.

Useful Links

1. https://www.highlands.ac.uk/
2. https://coinsweekly.com/the-worlds-largest-celtic-coin-hoard-is-on-display/
3. https://www.bailiwickexpress.com/jsy/news/jerseys-45m-coin-hoard-payment-will-set-damaging-precedent-across-britain/
4. https://www.jerseyheritage.org/?s=Le%20Catillon%20II%20Hoard
5. https://catalogue.jerseyheritage.org/categories/celtic-coin-hoard/
6. https://coinsweekly.com/discovering-the-hidden-treasures-of-celts-and-romans-in-jersey/