

**NORTHCOTT DEVON FOUNDATION**

**Registered Charity No.1202638 Application for Grant (Individual)**

**Important:**

- A. All information given will be treated as confidential. It is sought only in order to enable the competing claims of applicants to be assessed fairly.
- B. Please answer each question fully, particularly the financial details. Failure to do so will delay or prejudice the application.
- C. Outstanding debts will not be considered.
- D. The terms of the Trust forbid its funds being used in relief of Council Tax or other taxes.
- E. Applicants or their sponsors must have checked whether assistance from the department of Social Security is available

1. Applicant's Name: \_\_\_\_\_

2. Applicant's age \_\_\_\_\_

Are you applying on behalf of a minor? Yes/No- if yes please give name and age \_\_\_\_\_

3. Address \_\_\_\_\_ Postcode \_\_\_\_\_

4. Applicant (please circle) Married Separated Divorced Single Living with partner

	House	Flat	Bungalow	Mobile home	Caravan	Living with relatives/friends	Hostel	No fixed abode
No. of rooms								
Heating type								

6. State of Housing (please circle) Good Fair Poor Sub standard

7. How long resident in Devon \_\_\_\_\_ 8 Full name of Spouse or partner \_\_\_\_\_

9. Number and age of dependent children \_\_\_\_\_

10. Give Details (and date) of any previous to the application of the foundation \_\_\_\_\_

11. Beneficiary (who would the grant benefit) \_\_\_\_\_

12. Amount applied for (please itemise)

Item and amount	Item and amount
A	E
B	F
C	G
D	H

13. Have you tried the nearest recycle/refuse centre? Yes/No

14. Have other charities been approached? Yes/No

15. Has the assistance of Benefits or other public funds been checked? Yes/No

Disabilities: Indicate disability of any member of the family. If none- indicate NONE

Disability	None	Slight	moderate	Degrades quality of life	severe	Life threatening/limiting

Supporting financial Information

Benefits and Income Received	Amount per week	State below outgoings	Amount per week
Disability allowance		Mortgage	
Attendance allowance		Rent	
Income support		Debt reepayments (including loans)	
Job seekers allowance		Council Tax- amount paid	
Council tax rebate		Water	
Rent rebate/Housing benefit		Gas	
TV Licence		Electricity	
Family Tax credit		Telephone (inc mobiles)	
Child Tax credit		Car Tax	
Child benefits		Car Insurance	
Wages from employment (household)		TV Licence and subscriptions for viewing	
Pension (private)		Other (Please list)	
Pension (state)			
Payments from estranged partner			
Savings (first 5000 disregard)			
Other			
<b>TOTAL INCOME</b>		<b>TOTAL OUTGOINGS</b>	

16. Are you in receipt of a social or family Fund Loan? Yes/No

**Please note:**

**If your application is successful, the grant will be paid to your sponsor or agent whose name and address MUST appear below.**

**If the name and organisation is not on the application form it will be returned to you without being considered.**

**Your sponsor will ensure the money is spent on the items you require.**

**Cheques will NOT be paid to individuals applying to the foundation.**

Northcott Devon Foundation of 1B Victoria Road, Exmouth, EX8 1DL is the data controller for the purpose of the GDPR. I consent to our processing of the personal data (including sensitive personal data) that we collect from you.

We will use the personal information you provide on this form and any other supporting documentation to respond to and process your application for a grant.

Should you have any questions. Comments or requests regarding our data processing practices, please send them to the address above.

**I consent to my data being processed to allow you to consider my application?** Please circle YES NO

**I am aware of your privacy notice** Please circle YES NO

**If successful the money will only be used for the purposes described on the application and will not be sent overseas?** Please circle YES NO

**I am aware that answering No to any of these questions may mean that you are unable to process my application?** Please circle YES NO

Name of Applicant\_\_\_\_\_

Signature\_\_\_\_\_

Date \_\_\_\_\_

Name and address and signature of sponsor or agent (To be completed in full)

Name\_\_\_\_\_

Address\_\_\_\_\_ Postcode\_\_\_\_\_

Tel No\_\_\_\_\_ Signature\_\_\_\_\_

Email\_\_\_\_\_ Date\_\_\_\_\_

Cheque to be made to\_\_\_\_\_

**SPONSOR-Please add further details to support application form below or on separate letter**

(Please note- failure to add supporting details may lead to the application being rejected)

## **Northcott Devon Foundation Privacy Notice.**

In order to process your application we are required to consider personal information from you. We will only use your data to decide if you are eligible for a grant from the charity.

The lawful basis under section 6 of the GDPR for processing this information is legitimate interest in that: “processing is necessary for the purposes of the legitimate interests pursued by the controller or by third party except where such interests are overridden by the interests or fundamental rights and freedoms of the data subject which require protection of personal data, in particular where the data subject is a child”

In addition where special category data is processed the condition under article 9(2) of the GDPR is: “the data subject has given explicit consent to the processing of those personal data for one or more specified purposes, except where Union or Member State law provide that the prohibition referred to in paragraph 1 may not be lifted by the data subject.

We will not share your personal data with any other organisation unless required to do so by law or to protect life.

We will retain your personal data for a period of 36 months.

You have the right to withdraw your consent to us holding your personal data in which case we will return or destroy all data held and will be unable to further process your application.

You have the right to see the personal information we hold on you, have a copy of the personal data we hold on you, amend any personal data we hold on you or request the destruction of the personal data we hold on you.

We will respond to any request within 5 days. We will keep your personal data secure by following our data protection policy, a copy of which can be made available on request.

If you have any concerns over the processing of your personal data you can contact the Information Commissioners Office <https://ico.org.uk/>

The Northcott Devon Foundation is the data controller for the purposes of GDPR any questions about this notice should be addressed to Clare Medlock, Northcott Devon Foundation, 1b Victoria Road, Exmouth, Devon, EX81DL