



**UKCOMMUNITY
FOUNDATIONS**

SIR GEORGE EARLE FUND AT UK COMMUNITY FOUNDATIONS

APPLICATION FORM

CONTACT DETAILS

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UK Community Foundations
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38-40 Northgate
Newark, NG24 1EZ

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Company Registration Number 2651777
Registered in England and Wales
Registered charity number 1004630





PURPOSE OF THE FUND

Grants given under the Sir George Earle Fund are intended to fund items of equipment or adaptations to the homes of current and former employees of Blue Circle in the UK and Lafarge UK, their relatives, spouse, partner or dependants, in cases of financial hardship. All equipment and adaptation should meet the criteria of 'improving the applicant's quality of life or help maintain their independence in their own home'.

What difference will it make?

- Improve the applicant's quality of life.
- Help maintain independence in their own home.

Eligibility

To apply to the fund, applicants must:

- Be employees or ex-employees or their relatives or dependants of i) Tarmac Cement and Lime Ltd (formerly known as the Blue Circle Industries in the UK) or ii) its subsidiaries as at the 1st September 2002 or iii) its subsidiaries prior to that date or iv) such associated companies of Tarmac Cement and Lime Limited that were approved by the unanimous agreement of the Trustee between the years of 2008 and 2016.
- Complete an application form, detailing why you need the grant.
- Only one grant application per eligible applicant will be accepted each calendar year.

Supporting documents

IMPORTANT: Where possible please DO NOT send original documents but make photocopies to send to us.

- Provide proof that you have been employed by the relevant company or are a spouse, relative or dependent of an ex-employee. Documents which prove this might include a P60, historic pay slips, pension documents, letters of appointment or similar.
- Please also include a copy of a recent bank statement outlining any current accounts or savings you may have. This will be used to assess your financial need and make a judgement on your eligibility to access funding through the Sir George Earle at UK Community Foundation scheme.



- Provide two written quotes from reputable suppliers for the item / works applied for.
- Provide an Occupational Health Report/Doctor's Letter (as appropriate) confirming your medical condition, the physical benefit that the item requested will offer you and that you are able to safely operate the equipment applied for. **Please DO NOT send personal medical records, prescriptions or any other personal documentation as supporting evidence.**
- If you rent the property you live in, please also send in written permission from the landlord for any work/installation to be carried out.

Monitoring

- In 12 months, we ask that you supply a short description of how the funded activity or equipment helped you.

DECLARATION

Please read this section carefully. We are unable to accept an application if this section has not been completed. It will give details of how we will use the information you have provided in this form, and how we will store it.

1. By signing you agree that you are making an application for funding and that the information that you have provided is correct to the best of your knowledge.
2. You accept that if any information changes prior to an award being made you will need to inform Sir George Earle Fund at UK Community Foundations at the earliest opportunity.
3. You understand that if you are successful in receiving an award Sir George Earle Fund at UK Community Foundations will retain the information on this application form for 3 years. If you are not successful, the information will be retained for 2 years.
4. You understand that if more information is needed, Sir George Earle Fund at UK Community Foundations will contact you using the details you provided in this form, and you consent to this contact.
5. You understand that the decision of the grant making panel is final. However, if you think a mistake has been made, you can ask for the application to be reassessed.



How we use personal data provided

By completing and signing this application form UK Community Foundations and its network partners will use the personal data about you and other individuals named in your application to assess and administer a grant application for Sir George Earle at UK Community Foundations fund.

Personal data about you may be used for identification. To support with this, searches (e.g. to verify your identity) may be made with third parties, including publicly available sources. Your details may also be used to contact you to gain your thoughts on the effectiveness and impact of the programme.

We will only use your information where we have a legal basis to do so, for example, to carry out our legitimate business interests to manage and promote our programme or to meet our legal or contractual obligations. By providing any personal data about another person you are confirming that they understand how their data may be used and shared.

You have certain rights when it comes to your personal information. This includes rights to access and correct your information, and to erase, transfer, object to, restrict or take away consent around how we use your information. Please contact the Community Foundation if you or anyone named in your monitoring form have any concerns with the information being used publicly or if you wish to exercise any of these rights.

Future Communications

Please tick ONE of the following boxes:

- Please keep me updated with grants information that may be of interest to me
- I do not wish to receive any further information about grants

Signature

Date



About you

Name	
Date of Birth	
Permanent Address	
Telephone	
E-mail Address	

About your income

Please provide details of your **monthly** income. We need this information to determine your financial need.

Employment	£
Benefits	£
Partner's Income	£
Any other income	£
Total Income	£

About your expenses

Please provide details of your **monthly** expenditure. We need this information to determine your financial need. We can only fund activities or equipment if you cannot afford to pay for it yourself.

Rent / Mortgage	£ <i>(Please leave this answer blank if paid by Housing Benefit)</i>
Council Tax	£ <i>(Please leave this answer blank if paid by Council Tax Benefit)</i>
Gas / Electricity / Water	£
TV / Telephone / Internet	£



Food	£
Clothing	£
Vehicle	£
Other (e.g. Loans / Catalogue / HP)	£
Total Expenditure	£

Bank Statements

Don't forget to also include a copy of a recent bank statement outlining any current accounts or savings you may have. This will be used to assess your financial situation and make a judgement on your eligibility to access funding through the Sir George Earle at UK Community Foundation scheme.

Employment history

<p>Please give details of your employment history, or relatives employment history, that makes you eligible for the fund. Submission of documents will also support this.</p>	
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About your grant application

Please refer to the eligibility guidance before completing this section of the application. *Please feel free to add an additional page if you need more space.*

<p>Please give details of any condition or circumstance that makes a grant necessary.</p>	
<p>Please explain how you will spend any grant awarded. You should also include details of how you think this adaptation or equipment will benefit you, and how it will improve your life, or help you to maintain independence in your own home.</p>	



**UKCOMMUNITY
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Submitting your application

Once this information is complete, please return the completed application.

By e-mail to;

sirgeorgeearle@ukcommunityfoundations.org

or

By post to;

UK Community Foundations,
Northgate Business Centre,
38-40 Northgate,
Newark,
NG24 1EZ

Application Checklist

Please ensure that you have included the following items in order for us to process your application without delay:

IMPORTANT: Where possible please DO NOT send original documents but make photocopies to send to us.

- Signed** application form with all sections completed in full.
- Proof that you have been employed by the relevant company or are a spouse, relative or dependent of an ex-employee. For example: Copies of P60, historic pay slips, pension documents, letters of appointment or similar.
- Copy of bank statements indicating any current accounts or saving you may have.
- Two written quotes from reputable suppliers for the item / works applied for.
- Occupational Health Report/Doctor's Letter (as appropriate) confirming your medical condition, the physical benefit that the item requested will offer you and that you are able to safely operate the equipment applied for. **Please DO NOT send personal medical records, prescriptions or any other personal documentation as supporting evidence.**
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