

Hall's Exhibition Foundation Snettisham

Registered Charity No. 325128

Administrator Mrs Hilary Wheal, 8 Railway Road, Downham Market, Norfolk,
PE38 9EB Tel: 01485 578942

GRANT APPLICATION

(For 16+ Further Education / VI th Form Students only)

I should like to apply for a grant for my son/daughter -

Surname _____ Forenames _____

Who will be attending _____ School/College from September.

Date of Birth _____

Course/Training to be followed _____

Course start date _____ Duration of Course _____ years

From this September the student will be in his/her **1st 2nd 3rd** year* (circle as appropriate).

If any payment will be received during the period of training, please give full details

Name of Parent of Guardian _____

Address _____

Tel: No _____

Years resident in Snettisham _____

Email address for correspondence _____

Conditions

1. Applications should not be made until you have a definite acceptance for the course.
2. The grant is returnable if the course is not completed
3. All applicants must fully reside in Snettisham and have lived here for at least 1 year.
4. The Governors will confirm the amount of the grant at their Annual Meeting in July.
5. If the grant is agreed, you will need to sign a form agreeing to certain conditions regarding its return in the event of the course not being completed, etc.
6. If any changes occur after completing this form, please notify the Administrator.
7. Grants for re-sitting all or part of the course will be at the discretion of the Governors.

I accept the above conditions.

Signed _____

Date _____

Confirmation and award of the grant will be made after the Annual Meeting of the Trustees in July.

When completed, this form should be sent to the Administrator at the above address

General Data Protection Regulations

This form must be completed and attached with your first grant application form each year

Use of Personal Data

This privacy notice lets you know what happens to any personal data that you have given, and it also applies to where we collect it.

1. What kinds of personal information about you do we process?

Personal and Contact details such as full name, address, your date of birth, age, contact details, how long you have lived in Snettisham and to what educational establishment you are attending

2. How Long Do We Keep your Data?

All annual personal documentation is kept in paper file format for a period of 18 months before being securely destroyed. No personal emails are kept on a data base.

3. Where and Why is it Collected?

Personal information is collected from you or from a Parent/Guardian.

We collect the information for assessing an application in line with the Foundation's guidelines for grants. All personal data is securely stored.

4 What are your rights under Data Protection Laws?

Under new data protection laws (2018) you have the right to :-

(i) be informed **(ii)** have information **(iii)** to object to or restrict processing information **(iv)** have information erased **(v)** request access to information

Action Required

I **Do / Do Not*** give my consent to the Hall's Foundation collecting personal information and to receiving any relevant information and application forms concerning grant applications.

For pupils Under the Age of 18 the consent must be given by a Parent or Guardian

Name of Parent/Guardian _____

I give my consent / I do not give my consent*

* Please circle the relevant responses above.

Date ____ / ____ / 20____