

THE CHARITY OF WILLIAM WILLIAMS

Established 1621 (Registered Charity Number 202188)

APPLICATION FORM for an EDUCATIONAL GRANT

For the academic year 2019-2020

*The details you provide will be treated in strict confidence for the sole use of the Trustees of the Charity of William Williams but other similar grant making bodies may be notified of your application*

Please return this form as soon as possible but no later than the closing date for applications on **13<sup>th</sup> September 2019** to Carole Sharp Trustee (address below).

The eligibility criterion is that you must have been a **permanent resident** of Blandford Forum, Shaftesbury or Sturminster Newton for the previous year.

*Please print in block capital*

Name:

Address:

Tel No: ..... Fax No:..... E-Mail .....

Schools attended: .....

University/college/further education/apprenticeship applied for: .....

**Note: It is important that you contact the Trustees as soon as possible after your exam results are available so that we might arrange a mutually convenient meeting date prior to your departure to College/University/apprenticeship etc**

**ALL APPLICANTS – MUST provide the following information** and return together with your application form (you will need to bring original documents with you to the interview):-

1. Copy letter of acceptance on headed paper from above establishment
2. Copy letter from Student Finance Direct regarding your loan entitlement together with Student Financial Notification paper attached.
3. If this is your first application for a grant but your second or third year at the above establishment, copy details of the previous academic year's results will also be required.
4. Other details regarding any earnings (provide copy wage slip /P60 for previous year if applicable)
5. Whether or not you have applied to other charities for a grant and if successful the amount received
6. Parental /household income will be taken into account when considering this application (see attached Form B). **Please note** that non-receipt of completed Form B will invalidate this application.

**A copy of the previous year's academic results will be required for All Subsequent (eg 2<sup>nd</sup> & 3<sup>rd</sup> year) Grant applications** (Please note: your results will not be used to judge your eligibility for a further grant).

**NB** Should you not complete the academic year you are required to inform us and you may be requested to repay all or part of any grant given to you.

**FORM A**  
(To be completed by Student)

**PRIVACY NOTICE - EUGDPR - Data Protection Regulations (25<sup>th</sup> May 2018)**

The Charity of William Williams complies with Data Protection Regulations which requires us to provide you with a 'Privacy Notice' advising you of your rights and of how our Charity uses your personal information (Data). Enclosed herewith is the Charity's 'Privacy Notice'. Please carefully read, sign and return together with Forms A & B. **Please note that Trustees will not be able to process your application until they have received a signed Privacy Notice from you.**

**Data Protection Statement:**

It is part of the Trustees responsibilities to ensure that applicants for grants are suitably qualified under the terms of the Charity's Governing Instrument. Trustees therefore need to make appropriate investigations of each applicant. The personal data supplied on this form will be held on file and be used for the sole purpose of the Trustees of the Charity of William Williams to determine any award and not be disclosed to any other organisation.

Upon receipt of the above information you **may/will** be asked to attend an interview prior to your departure/return to the above establishment with the under mentioned Trustee. Subject to your fulfilling the relevant criteria and providing the information requested the Board of Trustees will consider your application at their meeting on the **17<sup>th</sup> September 2019** and you will be advised in due course as to the outcome of their deliberations.

Signed: ..... Dated: .....  
(Applicant)

I enclose the following original documents/copy documents (and will bring originals to interview if required):-

- Signed/dated Privacy Notice
- Letter of Acceptance from University/College
- Letter from Employer (ref Apprenticeships) confirming your employment with that company
- Letter regarding Student Finance
- Results from previous year's exam results if applicable)
- Wage slips (P60's) from yourself /parents (if applicable) ref Form B
- I have not applied to any other charities for a grant
- I have applied to another charity for a grant (provide details)
- I enclose Form B completed by my parent/guardian/myself
- Form B is being returned to you under separate cover

*(delete as appropriate)*

.....

**Please tear off and keep this section of the form**

**Please return the above form to:-**

**Carole Sharp**  
**Trustee**  
**The Charity of William Williams**  
**2 Alfred Street**  
**Blandford Forum**  
**Dorset DT11 7QS**

**Home Tel: 01258 454717**

**e-mail: [carolesharp2alfred@gmail.com](mailto:carolesharp2alfred@gmail.com)**