

Date rcvd: \_\_/\_\_/\_\_

Application No: \_\_/\_\_/\_\_

Approved: Y/N

Status:

# **THE PEST HOUSE CHARITY**

**Registered Charity No.227479**



Enquiries to: S A Hubbard (Clerk)

Lavender Cottage  
The Street  
Stedham  
MIDHURST  
GU29 0NJ

Email: pesthousecharity@gmail.com

## **GRANT APPLICATION FORM**

Please note that the Charity Commissioners Scheme for the Midhurst Pest House Charity is very specific in its area of application. Recipients must be resident within the Parish of Midhurst and be regarded as poor, sick or needy. Applicants are requested to complete the form below to enable the Trustees to make an informed decision regarding the validity of each application. In some cases, information may be checked with other funding agencies. The Trustees may ask to review past payslips, benefit statements and bank statements in the previous three months of the application. All information given will be kept strictly confidential between the applicant, The Trustees of the Midhurst Pest house Charity and (where applicable) other funding agencies. More than one successful application in a two-year period may only be accepted in exceptional circumstances.

Date of application	____/____/20____
Name of person(s) requiring assistance	
Date(s) of Birth	
Address	House Name House Number Street Town Postcode
	MIDHURST GU29 9
eMail Address	
Telephone Number	Landline: Mobile:
Dependents (Name, age and relationship)	
Length of time resident in the Parish of Midhurst	
Has the applicant made a successful request in the last two years	

Appl.  
No.

\_\_\_/\_\_\_

Please give a brief background of applicant and reason for request. The greater detail you give will assist the Trustees in making their decision. Please use a separate sheet if needed.

What are you asking the charity for?

Do you know the cost?

Y/N if yes please insert amount  
£

Does this include VAT Y/N

Are you able to contribute to the cost?

Y/N  
If yes, amount £

Are you (or the parent/guardian in the case of application for a child) in receipt of any of the following benefits, allowances or grants?

		Amount	Weekly or Monthly
Universal Credit	Y/N		
Child Allowance	Y/N		
Housing Benefit	Y/N		
Council Tax Support	Y/N		
Disability Living Allowance	Y/N		
Personal Independent Payment	Y/N		
Attendance Allowance	Y/N		
Carers Allowance	Y/N		
Any other government or local administration allowances	Y/N		
Any other charitable grants	Y/N		

**Household Income**

Please give details of all employment income received by adults of your household including job title if applicable.

Name of employee	Job or Job Title	Income after deductions	Weekly or Monthly

Do you have any other income?	Y/N	
If yes, how much?	£	Per Week or Per Month

**Household spending**

Please give an indication of your weekly or monthly household outgoings.

£ \_\_\_\_\_ per week/month

To assist you with this we have placed a table on the back page of this form. The list on this table is just to help you work through your outgoings should you wish to use it. The Charity does NOT require you to send this table with the application, it is for your use only.

**Name and contact details of person completing form (if different to above)**

NAME:

Organisation or relationship to applicant:

Email address:

Contact telephone number:

Signature of applicant or person completing the form: .....

**PLEASE NOTE: PLEASE COMPLETE THE FORM WITH AS MUCH INFORMATION AS POSSIBLE. ALL INFORMATION PROVIDED WILL BE TREATED AS STRICTLY CONFIDENTIAL AND ONLY PASSED TO THE PRESENT TRUSTEES OF THE MIDHURST PEST HOUSE CHARITY. OCCASSIONALLY OTHER GRANTING BODIES (IF APPLICABLE) MAY BE CONTACTED FOR FURTHER INFORMATION OR VERIFICATION PURPOSES.**

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## **General Data Protection Regulations (GDPR)**

### **Information for Applicants**

The General Data Protection Regulations (May 2018) is a process which covers the rights of any individual, group or company who have provided information whether personal or general which may be shared with other parties.

The Pest House Charity will provide a blank application form which is to be completed by the applicant unless they are unable to do so. If a third party is involved this will be deemed to be part of the applicant's application and the Trustees of the Pest House Charity will not be responsible for the actions of the third party.

The application form must be completed and returned to the Clerk of The Trustees. Any further information can also be sent with the application if required.

If the Trustees require further information from the applicant or a third party, the Clerk will contact the applicant to get permission.

The completed application should be sent by email, post or delivered by hand. The completed application will be passed to the Trustees for evaluation and decision.

The Clerk will retain the completed application form for a period of two years if the application has been successful. If the application has not been successful the completed application form will be destroyed within one calendar month from the time the Trustees have made their decision.

The GDPR covers any company, institution, charity, etc. which can be world-wide or a very small group. The Pest House Charity consists of seven Trustees and the Clerk and therefore not required to be registered with the Independent Commissioners Office; however, the process is the same and all aspects of the law regarding GDPR must be covered.

## Outgoing Costs Table

Please remember this table is only to assist you to work out your outgoings. The Charity does not require to see this.

	Amount	Weekly or Monthly
Housing cost	£	
Council Tax	£	
Gas	£	
Electricity	£	
Water	£	
Telephone	£	
Food	£	
Clothing	£	
Transport	£	
TV	£	
Leisure activities	£	
Loans	£	
Other outgoings	£	
<b>TOTAL</b>	£	