



Individual Welfare Grant APPLICATION FORM

IMPORTANT INFORMATION

- 1) This application form is for use by individual applicants who are resident in Chalkhill, only.
- 2) Please read the Chalkhill Community Trust Fund (CCTF) Funding Criteria and Guidelines before completing the application form. It will help you decide whether you are eligible for the grant and assist you in completing the application form.
- 3) Each Welfare application **must** include a letter of support from your Housing Officer, Support Worker, Counsellor, nurse, CAB Advisor, Employment Officer, GP or Key Worker. Your application will not be considered with this letter of support.
- 4) The normal limit for welfare grants is £250. The Trustees may award an amount up to £500 if they believe special circumstances apply.
- 5) Individual welfare grants will be made directly to the third party service provider, shop, organisation or supplier. Funds will not be deposited into an individual's bank account nor be handed directly to applicants in cash or cheque.
- 6) If you require a copy of the Funding Criteria and Guidelines, or further information and assistance, please contact Iwebunor Anyia, CCTF's Secretary on 0797 2007 412 or email: iwebunor.anyia@olmec-ec.org.uk or by post at *Chalkhill Community Trust Fund, c/o Metropolitan, The Welford Community Centre, 113 Chalkhill Road, Wembley, HA9 9FX*
- 7) Completed applications should be sent the details listed in 6) above.
- 8) **Privacy Statement**
Any personal information you provide in this application will be used only to assist with the administration and assessment of your application and in publishing results of approved grants. Use of the information provided will be restricted to the Chalkhill Community Trust Fund (CCTF) board and parties acting on behalf of the CCTF. Individuals have the right to check and correct any personal information held by the CCTF.

PLEASE WRITE IN CAPITAL LETTERS

(a) Applicant details

Name:	
Address & Post Code:	
Phone:	
Email:	

(b) Support / referral agency

Name:	
Job Title	
Organisation	
Address & Post Code:	
Phone:	
Email:	

(c) Grant amount

How much money are you asking for?	£
------------------------------------	---

(d) Summary of your request

Tell us in only one sentence what you want the money to pay for.

