**This list is not exhaustive but examples of the type of opportunities that may be supported include:-**

* Purchase of sports kit to participate in a sport
* Purchase of sports equipment
* Annual membership fee to join a sports club or similar
* Payments for music lessons
* Purchase of a musical instrument
* Travel costs to attend a group, club, organisation out with school
* Payment to cover a training course (such as an IT course at a library or a sports coach education course)
* Participation to attend any sport/culture activity
* Participation to attend any pre-school activity (outwith playgroup/nursery provision)
* Or you may need something else entirely so let us know and we will consider your request

**To be eligible to access this funding the household residence must be in receipt of at least 2 of the following benefits (please tick all that apply):-**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| a. | Housing Benefit |  | f. | Jobseekers Allowance |  |
| b. | Discretionary Housing Payment |  | g. | Employment Support Allowance |  |
| c. | Free School Meals & Clothing Grant |  | h. | Working Tax Credit |  |
| d. | Education Maintenance Allowance |  | i. | Child Tax Credit |  |
| e. | Council Tax Reduction |  | j. | Universal Credit |  |
|  |  |  | k. | Income Support |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Benefits listed under A-E from the above list can be verified by our Benefits and Money Advice Service.  If you receive any of the benefits listed under A-E, do you consent to our Benefits and Money Advice Service confirming receipt of the benefits for the purposes of processing the application? | Yes |  | No |  |
| If you receive any benefits listed under G-L from above list then evidence of an award letter will require to be submitted alongside this application (photo of all pages would suffice). | | | | |
|  | | | | |
| The fund will also consider applications from Looked-After Children and Young People within a residential care setting. Please tick the following box if this applies to this application | | | | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **APPLICANT DETAILS** | | | | | |
| Name of applicant: |  | | | | |
| (parent/guardian/carer or individual aged 18-25 years old) | | | | | |
| Name of child/young person/individual: |  | | | | |
| Address of applicant: |  | | | | |
|  |  | Postcode: |  |  | |
| Date of birth: |  | Telephone number: | |  | |
| (of child/young person/individual seeking funding support) | |  | | | |
| Email Address: |  | | | | |
|  |  | | | | |
| **DESCRIPTION OF FUNDING REQUEST** | | | | | |
| Please include as much detail as possible, including the name of activity/club/group | | | | | Breakdown of costs (detailed for every item requested) |
|  | | | | |  |

**Successful applicants will receive their funding as a direct payment into their bank account.**

**Please provide the following information:**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Name of Bank/Building society: |  | | | | | | | |
|  |  | | | | | | | |
| Name of Bank Account holder: |  | | | | | | | |
|  |  | | | | | | | |
| Sort code: |  |  | - |  |  | - |  |  |
|  |  | | | | | | | |
| Account number: |  |  |  |  |  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **DECLARATION BY APPLICANT** | | | |
| I confirm that the information contained in this application is true and accurate at the time of applying. I undertake to supply any additional evidence which may be required to verify the information given. If successful in this application I agree to report back on the impact that this funding has had on my child or myself (if funding is for individual aged 18-25 years old). | | | |
| If in receipt of the benefits listed under A-E on page 1 of this form, I confirm that I consent to Moray Council’s Benefits and Money Advice Service confirming receipt of the benefits for the purposes of processing this application. | | | |
| Signature of parent/guardian/carer  or individual (aged 18-25 years old): |  | Date: |  |

Please email your completed application form to [sportandculture@moray.gov.uk](mailto:sportandculture@moray.gov.uk) or post your application form to Sport & Culture Service, Moray Council, High Street, Elgin, IV30 1BX

Your application will be considered by the Sport & Culture Service and further verified by Moray Council’s Benefits and Money Advice Service. We will be back in touch in due course to advise whether your application has been successful.

If you receive funding, we will send you a short feedback form to report back on the impact that this funding has had on your child/yourself.

If you have any queries please email the Sport & Culture Service at [sportandculture@moray.gov.uk](mailto:sportandculture@moray.gov.uk) or telephone 01343 563374.

**DATA PROTECTION ACT**

Information is stored securely on a computer system. The information gathered is subject to the terms of the Data Protection Act 2018. The Data Protection Act ensures that information is collected fairly and lawfully, is accurate, adequate, up-to-date, not held for longer than necessary, and may only be disclosed in accordance with the Codes of Practice.

The council is under obligation to manage public funds properly. Accordingly, the information that you provide will be used to ensure that all sums of money due to the council are paid timeously, for example, by identifying person who are non payers of council tax and to improve on the uptake of benefits. The information may also be used to prevent and detect fraud. It is also possible that this information may be shared for the same purposes with public bodies, including neighbouring councils or other organisations, which handle public funds.

**PRIVACY NOTICE**

The Data Controller of the information being collected is **Moray Council**.

For any queries or concerns about how your personal data is being processed you can contact the Data Protection Officer at [**info@moray.gov.uk**](mailto:info@moray.gov.uk)or **01343 562633**. You can also consult the information available at the Information Commissioner’s website: **ico.org.uk**

**This privacy statement relates to the following process:**

Sport and Culture Hardship Fund

**Your information is being collected to use for the following purposes:**

To determine eligibility and award/reject grant

**The legal basis/bases for collecting the information is:**

The data subject (i.e. you) has given consent to the processing

**Your information will be shared with the following recipients or categories of recipient:**

Moray Council education, revenues, payments and accounting departments

**The personal data being used for this process includes:**

Name, address, income evidence

Your data will be held by Moray Council for a pre-determined length of time. You can find all the information about how long we retain data for on our website: [**www.moray.gov.uk/moray\_standard/page\_92820.html**](http://www.moray.gov.uk/moray_standard/page_92820.html)

Please note that you have the following rights:

* to lodge a complaint with the Information Commissioner’s Office
* to request access to your personal data
* to request rectification or erasure of your personal data, as so far as the legislation permits
* to request restriction of processing of your personal data (that is, to request that we halt any activity performed on your personal data), as so far as the legislation permits
* to object to any direct marketing
* to object to any processing undertaken for the purposes of scientific/historical research and statistics, as so far as the legislation permits
* to withdraw consent at any time