**ETTRICK AND YARROW CRISIS GRANT APPLICATION FORM**

For households within Ettrick and Yarrow who have suffered loss of income due to Covid 19 and who require financial support for living expenses, food or energy costs. (Households who have additional and exceptional costs as a result of the pandemic restrictions may also be eligible.)

If you have lost employment, are furloughed but not on full pay, are self-employed and can’t work, or run a small business with no current income and do not qualify for existing government grants then you are eligible to apply.

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| **This form must be completed by the head of household. Only one application permitted per household.**  |
| **Title:**  | **Forename:** | **Surname:** |
|  |  |  |
| **Your Address: This must be your main residence:** |
|  | **Postcode: This must be completed.** |
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| **Your Email Address:** |  |
| **Your Telephone Contacts:**  |  |

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| **How many people live in your household?**  |
| **How many adults?** |  | **How many children?**  |  | **What are their ages?** |  |  |  |  |  |

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| --- | --- |
| **How many earners in your household?**  |  |
| **How has your work been affected during lockdown? Please tell us what your jobs are or were? Also name and address of current or previous employer.** |
| **Adult 1** |  |
| **Adult 2** |  |
| **Adult 3** |  |

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| **Except child benefit, is your household receiving any state benefit at all? Please state what it is.**  |  |
| **Are you receiving food parcels from the SBC Community Hub** for your children and your family?  | **Yes/ No**(You may still be awarded support for fuel costs).  |
| **Do you have any exceptional circumstances which require additional expense at this time including fuel costs? Please tell us what they are in the space below.** |
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| **Please tell us what you will use this grant for?** |
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| **How do you heat your home? Please tick all that apply.** |
| Solid Fuel (wood or coal) | Oil | Electric | Calor Gas  | Other |
|  |  |  |  |  |
| **Please provide a recent copy of an energy statement with your application for any of the above, it must be dated and show costs.** |

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| **Bank account details:** Please provide the name and address header from a recent bank statement, this must be in the family name of the recipient.  |
| Name of Account | Sort code | Account Number  |
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**IMPORTANT: TERMS AND CONDITIONS OF AWARD.**

By inserting your name and submitting this application you confirm that the information is factual and true, and you grant EYCDC permission, under appropriate data protection law, to make any necessary enquiries to substantiate the information you have provided.

**Name – please print: ­­­­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

If submitting by email the signature is not required.

**Please make sure you have attached a recent bank statement header ( a screen shot will do) and a copy of a recent fuel bill. Note, no paperwork will be returned to you. Important information about data protection is attached.**

**Important Information about Data Protection.** The application form contains information that is personal data for the purposes of the General Data Protection Regulation 2018 (GDPR) and in respect of which the funding partner is obliged to supply the following information:

● The data controller is EYCDC ● The legal basis for collecting the information is Article 6(1) (c) and Article 6(1) (e) - of the GDPR. The information you provide will be used for the following purposes: a) Processing your application; b) Where your application identifies activity that relates to another fund within the Covid-19 emergency funding package, the application may be shared with other relevant Scottish Government departments and/or agencies, including other grant-making bodies as part of the appraisal process; c) Data may be used for statistical purposes and by the Scottish Government and/or partnership members for performance monitoring and reporting. The application form will be stored securely and retained in order to ensure compliance with grant conditions that apply to proposals that are successful in receiving funding. Apart from a) to c) above, the information you provide will not be disclosed to any other organisation for any purpose other than detecting or preventing fraud. For the purpose of the detecting and preventing fraud, data may be disclosed to (i) subcontractors or sub-contractors employed by the Scottish Government for this purpose (ii) Audit Scotland and (iii) law enforcement agencies.

 Your Rights: You have the right to request information about how your personal data is processed and to request a copy of that personal data.

 ● You have the right to request that any inaccuracies in your personal data are rectified without delay and you can edit your contact details at any time. This should be done in the first instance by contacting the organisation providing you with support. ● Further information on The Scottish Government and its processing of personal data can be found here https://beta.gov.scot/about/contact-information/personal-data/