

## Application Request for support and/or funds

Please note applications must be accompanied by a letter of referral from a school or recognised organisation agreeing with what is being applied for.



### **Ray Collins Charitable Trust Terms and Conditions for Funding Applications**

We can only assist those living in a five mile radius of Wantage.

We will not supply carpets

If applying for goods we are unable to supply items like televisions or tumble driers. We can only supply vital essentials like Cookers, Fridges, Freezers and Washing machines.

All forms must be submitted to [info@raycollinstrust.org](mailto:info@raycollinstrust.org) with a referral letter or we are unable to process the application.

The Ray Collins Charitable Trust (hereby known as TRCCT) has to abide by certain terms and conditions as set out by the Charities Commission. These are as Follows:

- 1) TRCCT is not able to provide help in the form of Cash or vouchers – all requests for funding will be, if approved by the Trust, provided in the way of Goods paid for directly by the trust or on the receipt of an invoice made out to The Ray Collins Charitable Trust.
- 2) All applications must be completed with the full details requested, we cannot accept forms missing any information. These details must be for the person requiring the help and not for an organisation completing the form on their behalf.
- 3) All applications must be submitted with a letter of referral from a school, health care official or recognised organisation agreeing with what is being applied for.
- 4) All applications made to the TRCCT will be discussed at the next committee meeting after the request is made – this can take approximately 6 to 12 weeks for a result.
- 5) If the request for funding changes in any way from the initial application, a new form must be completed detailing any changes.
- 6) If goods are agreed to be paid for by the TRCCT on invoice, at least two quotes must be provided.
- 7) The TRCCT will not pay for any items purchased without prior agreement by the Trustees.
- 8) You must inform TRCCT of the name of any other Charities you have also applied to.
- 9) Appliances are not to be thrown away before we have had the opportunity to assess them to see if they can be repaired. This is a greener, more environmentally friendly approach. If they need to be replaced the Trust will organise collection.

**SECTION ONE –**

Full Name of Person Requiring Assistance:

Charity name if applicable (including registration number):

Date of Birth:

Address of person requiring assistance:

Postcode:

Length of Time at Current Address:

Do you plan to live at the property for any less than 1 year?      Yes/No

Email address:

Contact Telephone Number:

Name and Contact number of Person completing form if not as above:

Your Employment Status:

**SECTION TWO**

Partners Name (if applicable):

Partners Date of Birth:

Partners Employment Status:

Please list below children and/or other dependant adults in your household. We need their name, their age, their relationship to you and whether they are employed or in education

**SECTION THREE**

**Tell us about your and your partners health Please circle relevant option**

You – Mental Health, Mobility, Learning Disabilities, Visual Impairment, Hearing Impairment, None, Other

If any circled please specify:

Your Partner – Mental Health, Mobility, Learning Disabilities, Visual Impairment, Hearing Impairment, None, Other

If any circled please specify:

**SECTION FOUR – Please circle your current circumstances**

Benefit Changes  
Low Income  
Delay in wages  
Debts

Sickness/Ill Health  
Other(please give details)

**SECTION FIVE**

What and/or who is the request for? **Please note if a new appliance is required, please make sure you complete section six.**

What level of support are you looking for? E.g. White goods or support with an event

Why should The Ray Collins Charitable Trust help?

Have you applied to any other organisations? If so who?

**SECTION SIX**

What is the fault on your appliance?

Can we send someone to assess the appliance to see if it can be repaired?

If no, why not?

**Note do not throw or dispose of the appliance in case it can be repaired – if it needs to be replaced the Trust will arrange collection.**

**I declare that the content of this funding application form and all supporting documents are correct and I understand that any misleading information may result in my application being refused**

**Signed**

**Dated:**

**Print Name**

Please note applications are only looked at when we have a trust meeting and these can take anywhere from 6 to 12 weeks. We will contact you once we have made a decision.

**Please ensure your referral letter is attached to the form or we will not be able to process your application.**