

Aberdeenshire Council – Kincardineshire Educational Trust Information for Applicants

Thank you for your interest in gaining financial assistance from the **Kincardineshire Educational Trust**.

The Trust has limited resources and in the interest of fairness, all applications received are means tested. If you wish to apply for an award, please complete the appropriate forms and return to this office along with documentary evidence of your current income.

Please do not send original documents.

Please note that the fund opens for applications on 1st July and all applications submitted prior to the deadline of 31st December which meet the criteria will be considered by the board in June of the following year.

Once the members of the board have made their decision applicants will be advised as soon as possible of the outcome of their application.

Area Committee Officer

Area Manager's Office
Aberdeenshire Council
Viewmount
Arduthie Road
Stonehaven
AB39 2DQ

kincardineandmearns@aberdeenshire.gov.uk

KINCARDINESHIRE EDUCATIONAL TRUST – SECTIONS 33 & 34

APPLICATION FOR GRANT AID FOR SPORTS FACILITIES/SUPPORT OF CLUBS

SECTION 1 – TYPE OF GRANT YOU ARE APPLYING FOR

| | | |
|---|---|--|
| State the relevant Grant you are applying for | Section 33 - Sports Facilities Section 34 - Support of Clubs | |
|---|---|--|

SECTION 2 – DETAILS OF SPORTS FACILITY / CLUB

| | |
|------------------------|--|
| Name of applicant body | |
|------------------------|--|

| | |
|---------------------------|--|
| Address of applicant body | |
|---------------------------|--|

| | |
|---------------------------|--|
| Date of formation of body | |
|---------------------------|--|

Name and address of Officers of the applicant body

| | |
|----------------------------------|--|
| Chairman/leader | |
| Treasurer | |
| Secretary | |
| Email address for correspondence | |

| Membership (current Year) | Number | Subscription Rates |
|----------------------------------|---------------|---------------------------|
| Members - Under 18 years | | £ |
| Members - over 18 years | | £ |

| | |
|---------------|--|
| Meeting place | |
|---------------|--|

| | |
|-----------------------------|---|
| Rental Paid (if applicable) | £ |
|-----------------------------|---|

SECTION 3 - ACTIVITIES

**3A - Give details of activities for the current year, with numbers participating in each.
Please use a separate sheet if necessary**

| |
|--|
| |
|--|

3B - Give details of the educational activities for which the grant is being requested, with an estimated cost of each item. Please use a separate sheet if necessary

Please note- Copies of invoices will be required if grant is awarded

| Educational Activities | Cost |
|-------------------------------|-------------|
| | |
| | |
| | |

SECTION 4 - FUNDING

| In respect of the proposals detailed in Section 3B above, please state | |
|---|---|
| The contribution to be made by the applicant body | £ |
| The amount of assistance to be received from other sources | £ |

| If the applicant body has previously been awarded a grant by the Educational Trust, please state: | |
|--|--|
| The year in which last grant was made | |
| Amount of grant awarded | |
| Details of how the grant was used | |

SECTION 5 - DECLARATION

I declare that, to the best of my knowledge, all the information which I have given in connection with this application is full and correct in every respect. I undertake to supply any additional information which may be required by Kincardineshire Educational Trust section, to verify the particulars given and also to inform Kincardineshire Educational Trust immediately of any alteration in these particulars.

I understand the giving of false information or withholding of relevant information may lead to the termination of any Grant award and to the recovery of any amounts paid.

Signature on behalf of applicant body _____

Name in Capitals _____

Designation _____ **Date** _____

Please complete this application form and return along with the following:
(a) a copy of the accounts of the applicant body for the last complete financial year
(b) an estimate of income and expenditure for the current financial year
(c) Signed privacy notice

**To: Kincardine and Mearns Area Office, Viewmount, Arduthie Road, Stonehaven AB39 2DQ OR
Email: kincardineandmearns@aberdeenshire.gov.uk**

Privacy Notice - FOR KINCARDINESHIRE EDUCATIONAL TRUST

THIS FORM MUST BE SIGNED AND RETURNED WITH ATTACHED APPLICATION FORM

The Data Controller of the information being collected is Aberdeenshire Council.

The Data Protection Officer can be contacted at Town House, 34 Low Street, Banff, AB45 1AY.

Email: dataprotection@aberdeenshire.gov.uk

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

- The processing of your application for an Educational Grant
- The determination of your application for an Educational Grant
- The award of any Educational Grant approved

Your information is being collected by Aberdeenshire Council

The Legal Basis for collecting the information is:

| Personal Data | Special categories of personal data |
|---------------|--|
| Consent | The data subject has given explicit consent to the processing |

Where the Legal Basis for processing is either Performance of a Contract or Legal Obligation, please note the following consequences of failure to provide the information:

Not applicable

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

External Auditors

Your information will be transferred to or stored in the following countries and the following safeguards are in place:

Not applicable

The retention period for the data is:

7 years

The following automated decision-making, including profiling, will be undertaken:

Not applicable

Please note that you have the following rights:

- to withdraw consent at any time, where the Legal Basis specified above is Consent.
- to lodge a complaint with the Information Commissioner's Office (after raising the issue with the Data Protection Officer first).
- to request access to your personal data.
- to data portability, where the legal basis specified above is:
 - (i) Consent
- to request rectification or erasure of your personal data, as far as the legislation permits.

I understand that I have the right to withdraw this consent at any time by contacting kincardineandmearns@aberdeenshire.gov.uk

 Name _____ Date _____ Signature

KINCARDINESHIRE EDUCATIONAL TRUST SCHEME, 1962

Conditions of Award of Grants

1. Under the above-mentioned Scheme, the Governors of the Kincardineshire Educational Trust have powers to make grants for various purposes, details of which are given in paragraph 4 below.
2. Grants can normally be made only to:
 - a) persons resident in Kincardine County;
 - b) School pupils or young person's attending Kincardine County schools or further education centres;
 - c) school pupils where parents are resident in Kincardine County;
 - d) Kincardine County schools and further education centres and,
 - e) Clubs and organisations operating for the benefit of persons belonging to the County of Kincardine.

In making grants for any purpose, financial circumstances will be taken into account.

3. Applications for grants are obtainable from and should be lodged with the Area Manager's Office, Viewmount, Arduthie Road, Stonehaven, AB39 2DQ
E-mail: kincardineandmearns@aberdeenshire.gov.uk
by 31 December each year.
4. Details of purposes for which grants may be made available under the various sections of the Trust Scheme:

Section 27: Supplementary Bursaries – Bursaries may be awarded in supplement of awards made by the Education Authority or Secretary of State to persons about to enter or are in attendance at a University, Central Institution or College of Education. Such bursaries shall be awarded to persons whose school record or record at any of the said establishments is such that in the opinion of the Governing Body, they would merit an award. Bursaries are tenable for one year in the first place but may be renewed.

Section 28: Assistance in obtaining practical experience of trades etc - Persons serving apprenticeships or undergoing courses of technical instruction or gaining practical experience of any profession, trade or occupation may apply for a grant towards the cost of fees, books, tools, kit or personal equipment.

Section 29: Grants for Student Apprentices – Grants may be made to persons serving an apprenticeship for a profession which involves attendance at a Scottish University or Central Institution.

Section 31: Travel Grants – Grants may be made to **individuals** to enable them to travel in Great Britain or abroad for any purpose deemed to be of an educational nature.

Section 33: Sports Facilities – Grants may be made:

- a) to assist in providing and maintaining playing fields and other sports facilities for the benefit of children and young people resident in the County of Kincardine and

- b) to assist in defraying travelling expenses of school teams and the expense of inter-school sports meetings and in providing apparatus and equipment including personal equipment and sports clothing.

Section 34: Support of Clubs etc – Grants may be made to clubs, societies and organisations in Kincardine County which include amongst their activities work of an educational nature.

Section 35: Adult Education – Expenditure may be incurred -

- a) in organising or assisting to organise lectures or other suitable types of instruction and
- b) in making grants to persons who require financial aid to enable them to attend any Institution or organised course for adult education.

Sections 36, 37 and 38: Promoting Education in Art, Music and Drama – Under these sections, grants may be made in a variety of ways to assist the promotion of education in the visual arts, music and drama through Kincardine County schools and organisations. In special circumstances grants may also be made to individuals studying these subjects.

All application forms are obtainable from the Area Manager's Office, please email kincardineandmearns@aberdeenshire.gov.uk

Or alternatively visit [Kincardine and Mearns area funding - Aberdeenshire Council](#) where you can download a copy.

Area Manager's Office
Viewmount
Arduthie Road
Stonehaven
AB39 2DQ

E-mail: kincardineandmearns@aberdeenshire.gov.uk