



## 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](mailto: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 <b>consent</b> 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 so far as the legislation permits.

I understand that I have the right to withdraw this consent at any time by contacting

[trusts@aberdeenshire.gov.uk](mailto:trusts@aberdeenshire.gov.uk)

Name

Date

Signature

**PLEASE SEND BOTH THE SIGNED PRIVACY NOTICE AND SIGNED APPLICATION FORM, TOGETHER WITH YOUR DOCUMENTATION (DO NOT SEND ORIGINAL DOCUMENTATION) TO THE FOLLOWING ADDRESS: - TO: KINCARDINE AND MEARNS AREA OFFICE, VIEWMOUNT, ARDUTHIE ROAD, STONEHAVEN AB39 2DQ OR EMAIL: KINCARDINEANDMEARNS@ABERDEENSHIRE.GOV.UK**



**KINCARDINESHIRE EDUCATIONAL TRUST – SECTIONS 33 & 35**

**APPLICATION FOR GRANT AID FOR SPORTS FACILITIES/SUPPORT OF CLUBS**

**SECTION 1 – Type of Grant you are applying for**

Tick the relevant Grant you are applying for	Section 33 - Sports Facilities	
	Section 35 - 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	

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**

<b>Educational Activities</b>	<b>Cost</b>

#### **SECTION 4 - Funding**

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

<b>If the applicant body has previously been awarded a grant by the Educational Trust, please state:</b>	
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**