


spark Grant Application Form

THE SPARK FOUNDATION

Applications must show clearly what is wanted, why it is wanted and what difference it will make. This sounds simple but many applications do not tell us these things. So before completing this form please read the FAQs and the example application forms on the Spark website.

 We will request clarification of information when required, however incomplete application forms may be refused.

About You

Name & Date of Birth

1. Your Name

2. Date of Birth

Date

Month

Year

Care Details

3. Are you in care?

Yes

No



if you answered 'No' please jump to question 8

4. Name of organisation responsible for supporting you or sponsoring this application

Care Details continued...

▶ **5. Name of Contact Person from your local authority or agency**
(e.g. social worker, personal advisor, support worker, foster carer)

▶ **6. Email for your Contact Person**

▶ **7. Phone number for your Contact Person**

↪ please jump to question 14

...if you answered 'No' to question 3

Care Leaver Details

▶ **8. Your Email**

▶ **9. Your Phone number**

▶ **10. Who was your Care Authority?**

▶ **11. Contact details for your social worker / personal advisor / support worker**

Care Leaver Details continued...

▶ 12. When did you leave care?


▶ 13. What is your legal care leaver status as defined by the Leaving Care Act 2000?

- Relevant Young Person
- Former Relevant Young Person
- Qualifying Care Leaver
- Don't know

You can find details about Care Leaver Status at:
<https://becomecharity.org.uk/get-information/on-the-journey/rights-and-entitlements-children-in-care/my-care-leaver-status/>

Asylum Status

▶ 14. Did you enter the UK seeking asylum?

- Yes No  if you answered 'No' please jump to question 17

▶ 15. Were you unaccompanied and under 18 years of age when you entered the UK?

- Yes No

16. What is the status of your asylum claim?

- I have been granted refugee status or other leave to remain
- I am awaiting a decision on my asylum claim, or I am in an appeal process
- I have had my asylum claim refused and have no further right to appeal ('Appeal Rights Exhausted')

Purpose of Grant

What do you want?

17. What do you want a grant for?

Please give details of what you want to buy

18. Why do you need this item and what difference will the item make?

Amount

19. How much will it cost?

Grants are usually up to £700 but, in very exceptional circumstances, applications for larger amounts will be considered.

£

20. Evidence of cost

Applicants must provide evidence of the cost of the item below. Enter either appropriate web links or the amount of a quotation you have received. If you enter a quotation figure you will need to attach a copy of the written quotation after you have submitted this form. All quotes must show delivery, installation, recycling or removal costs if applying for Household Goods or Floor Coverings.

21. Have you successfully applied to The Spark Foundation for a grant before?

Yes

No

Don't Know

Household Goods and Flooring

Before applying for household goods, please consider second hand goods which can be accessed through upcycling/recycling websites – please see the 'Tips & Ideas' page on the Spark website.

22. Are you applying for a grant for household goods or flooring?

Yes

No



if you answered 'No' please jump to question 24

23. Have you had a Leaving Care Grant/Setting Up Home Allowance in the last two years?

Yes

No

Don't Know

Computers

24. Are you applying for a grant for a computer, laptop or other digital device?

Yes

No

Bicycles

▶ 25. Are you applying for a grant for a bicycle?

Yes

No

↪ if you answered 'No' please jump to question 27

Cycle Training



If applying for a grant for a bicycle, you must first commit to complete Cycle Training such as that provided by your local authority before riding on public roads.

▶ 26. Do you commit to completing Cycle Training before riding on public roads?

Yes

No

Driving Lessons

▶ 27. Are you applying for a grant for driving lessons?

Yes

No

↪ if you answered 'No' please jump to question 29

▶ 28. How will you get a car/motorbike/moped and insure it once you have passed your driving test?



You must attach a copy of your Driving Theory Test pass certificate if applying for a grant for driving lessons.

Other Sources of Funding

The questions below help us to understand whether contributions are being made by other people or why other sources of funding are not available.

Foster Carer Funding

▶ 29. Will there be a contribution from the foster carer?

Yes No

▶ 30. How much will the foster carer be contributing?

Applicant Funding

▶ 31. Will you (the applicant) be making a contribution?

Yes No

▶ 32. How much will you be contributing?

Pupil Premium Funding

▶ 33. Will there be a contribution from Pupil Premium?

Yes No

▶ 34. How much will Pupil Premium be contributing?

Local Authority Funding

▶ 35. Will there be a contribution from the local authority?

Yes No

▶ 36. How much will the Local Authority be contributing?

Additional Information

▶ **37. Please give any additional information that you think will help us make a decision.**

For example, you could include information about how you find yourself in the position to require a grant.

Monitoring & Feedback

About You

The answers to the questions about gender, ethnicity, nationality and disabilities are used to help us understand who we give grants to - they do not influence whether we give a grant.

38. Gender

Female

Male

Non-Binary

39. Ethnicity

White British

Black African

Black Caribbean

Mixed Race

Asian

Other European

Arabic

Gypsy

Middle Eastern

Other

40. Nationality

British

African

Caribbean

Asian

Other European

Middle Eastern

South American

Arabic

Other

41. Do you have any disabilities?

If Yes, please give details

42. Are you willing to be contacted so that we can ask about the impact that a grant from the Spark Foundation has made in your life?

Yes

No

If Yes, please state preferred contact method

Phone

Email

Privacy Notice

How we use your information

We collect and process information in compliance with the General Data Protection Regulations (GDPR) 2018. We collect information from you directly, via our grant application form.

What information do we ask for, and why do we need it?

- We ask you to give us your name (and that of the beneficiary if different) and contact details so that we can identify you and communicate our decision with you.
- We ask for the beneficiary's age as our grants are only available to young people under the age of 26 years.
- We ask for the name of their foster carer/Local Authority/Agency as our grants are only available to young people who are in care or who are care leavers.
- We ask for the beneficiary's ethnicity, gender, nationality, asylum seeker status and any disabilities to help us to understand who applies for grants, and who we do and do not award grants to. This information does not influence our decision making.
- We ask for information about why you are applying for a grant, and why it is needed. This will help us to come to an informed decision.

How do we use and store your information?

The information is received by our administrator. Your application form is sent by secure email or by post to our Trustees who will read your application before meeting together to agree a decision. After the meeting, all except 2 copies of your application form are securely destroyed. The 2 copies which are retained are kept for a further 3 months in case there are any queries about your application. They are then destroyed.

If your application is successful, our administrator retains the following information for future reference:

- The name of the beneficiary
- The name of their Local Authority
- What was awarded

We keep this information and will refer to it if you make another application for a grant in the future. The information is securely stored on a computer.

The ethnicity, gender, nationality, asylum seeker status and any disabilities of the beneficiary are retained for monitoring purposes. They are aggregated with the data of other applicants and the data is anonymous.

The information is kept for 6 years and is then removed from our system.

Do we share your information?

We do not share the information with anybody outside of The Spark Foundation. If we are unable to award the grant for which you have applied, but feel that another charity might be able to assist you we will contact you directly.

Applicant Declaration


I confirm that all the information completed and contained in this form is correct to the best of my knowledge.

I consent to The Spark Foundation using my data as specified in the Privacy Notice

Your Name

Signature

Date

 Consent must be given by the beneficiary except where the beneficiary is under the age of 16. In that case it must be given by the adult/organisation with parental responsibility. In most circumstances this will be the local authority.

If you would like us to remove your information from our records at any time, please contact us at admin@sparkfoundation.org.uk

Please Return To

Please return the completed form to:
admin@sparkfoundation.org.uk

or by post to:

The Spark Foundation,
173 Lonsdale Drive, Rainham, Kent ME8 9JW