



## Grace Wyndham Goldie (BBC) Trust Fund

The Trustees award modest grants towards the cost of education, except for tuition fees and the relief of short term domestic hardship.

The resources of the fund are limited. So that help can be given where it is most needed, applicants must be prepared to give, in confidence, full information about their personal circumstances. Copies of your latest salary/pension payslip, evidence of your expenditure, i.e. rent, council tax, mortgage, insurance, loans, credit card commitments, etc, must be included. Applicants can expect to be contacted if there are any further questions about their application.

**If in the opinion of the Trustees an application is incomplete, it will be disregarded. In such cases the trustees' decision is final. Further correspondence will not be entered into.**

It is important to recognise that the fund has been established to act as a safety net and not to fund expensive lifestyle choices. If you therefore have expenses such as holidays, gym membership, digital services for tv, high mobile telephone charges or non-essential car costs then you will be expected to be able to pay for these yourself.

The Trustees meet annually in September to consider applications and make awards. We will tell you the outcome of your application within three weeks of the meeting date.

When completing this form please read the notes below which explain the purpose of the Scheme and set out the conditions on which grants are made. If you require help in making your application telephone 0303 081 2848 or email [mypension@bbc.co.uk](mailto:mypension@bbc.co.uk).

### **Notes**

#### **1. Beneficiaries**

Anyone who is or has been engaged in broadcasting, or an associated activity, can apply for a grant; as can their children and dependants.

#### **2. Educational Grants**

These include:

- i. grants towards travelling expenses, school outfits and books;
- ii. additions to scholarships and other educational awards, the benefits of which might otherwise be lost. Applications must be accompanied by evidence of scholarships or awards received;
- iii. grants to help young people gain professional or trade qualifications. Applications must be accompanied by a reference from the Head Teacher, Principal or Tutor, confirming that the student has been accepted for the course of study or training to be undertaken; and
- iv. educational grants are made in respect of the forthcoming academic year.

#### **3. Hardship Grants**

The application must be made in respect of a specific need, which is beyond the means of the beneficiary and not covered by aid from other sources.

Completed applications and supporting information should be forwarded to the Trustees, Grace Wyndham Goldie (BBC) Trust Fund, Pension and Benefits Centre, BBC, 3 Central Square, Cardiff CF10 1FT, to arrive not later than 31 July or emailed to [mypension@bbc.co.uk](mailto:mypension@bbc.co.uk).

Please complete the form in black ink and block capitals.

### About the applicant

Title	First name	Surname
Address		
Post code		Email
Age	Marital status	Tel/mobile no
How did you hear about Grace Wyndham Goldie Trust Fund?		

### Beneficiary (if different from above – see note 1)

Title	First name	Surname
Address		
Post code	Age	Tel/mobile no
Relationship to applicant		

### Details of most recent employment in broadcasting or associated activity

Name of employee (if different from above)	
Name of company	
Address	
Post code	
Staff/Pay number	Tel/mobile no
Date of joining	Date of leaving

## Application for an Educational Grant

Please refer to note 2 and complete this section if you wish to apply for an education grant.

### **Details of course for which this application is made**

Name and address of educational establishment	
Name of course	
Start date	Duration
Qualification the course is leading to	

### **Details of loans**

Have you been awarded a loan from the Student Loan Company?    Yes                      No
If yes, is the loan in respect of tuition fees, maintenance allowance or both and for how much?
If you will not receive a loan from the Student Loan Company, please say why.

Have you been awarded a Professional and Career Development Loan?    Yes                      No
If so how much £

### **Details of other grants**

Have you been awarded any additional grants e.g. from the Student Loan Company?

Any other awards (scholarships, bursaries, etc.)

Will your parents contribute?                      If so, how much?
Will you contribute?                                      If so, how much?

If a grant is made from the Grace Wyndham Goldie (BBC) Trust Fund will your other grant/loans be reduced?    Yes                      No
If so, by how much?

## Details of expenses

Expenses incurred by you for the academic year, not covered by any of the above loans or grants.

	£
Books	
Course materials	
Essential uniform/clothing	
Travelling expenses	
Other expenses – please provide details below	

## Application for a Hardship Grant

Please refer to note 3 and complete this section if you wish to apply for a hardship grant.

### **About the grant**

Please say why you need a grant
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How much will it cost? £
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How much of this can you pay? £
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Are any other charities helping with the cost?
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Yes
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No
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If yes how much and which charities
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Charity name
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£
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Charity name
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£
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Charity name
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£
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What is the total you need from us £
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Have you applied for a Budgeting Loan?
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Yes
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No
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If yes, what was the result?
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How much did they offer you? £
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Did you accept?
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Yes
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No
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Have you applied to your local social service department for help?
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Yes
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No
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If yes, what was the result?
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How much did they offer you? £
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### Supporting Information

All applicants **must** complete this section and submit evidence otherwise your application will be disregarded.

**How much money do you get each month? (after tax and other deductions)**

Write 'nil' where appropriate.

Payment	You £	Other members of your household £	Enclosed
Income			
State Pension			
Occupational Pension			
Pension Credit			
Income Support			
Universal Credit			
Child Benefit			
Family Credit			
Working Tax Credit			
Incapacity Benefit			
Child Tax Credit			
Employment & Support Allowance (ESA)			
Carer's Allowance			
Child maintenance			
Maintenance for spouse			
Disability Living Allowance or PIP			
Daily Living Component			
Mobility Component			
Disability Working Allowance			
Incapacity Benefit			
Attendance Allowance			
Jobseeker's Allowance			
Any other Benefit income			
Other Income (please describe)			
Bank Account Balance			
Building Society Balance			
Other savings			
<b>Total</b>			

Please list all other members of your household including children.

Name	Relationship	Age

## How much do you spend each month?

Write 'nil' where appropriate

Payment	You £	Other members of your household £	Enclosed
How much rent/mortgage do you actually pay?			
Do you receive Housing Benefit?			
How much does Housing Benefit help cover your rent/mortgage?			
How much Council Tax do you actually pay?			
Do you receive council tax relief from your local authority?			
Water			
Gas			
Electricity			
Telephone/Mobile phone			
Broadband cost			
Insurance			
Household Contents and Buildings Insurance			
Private Health			
Life Insurance			
Home care, home help			
Food and household items			
Pets			
Clothes			
Credit card payments and o/s balance			
Bank charges			
School fees			
TV Licence			
Entertainments			
Travel expenses			
Car expenses			
Tax			
Maintenance			
Fuel/running costs			
House and Garden maintenance			
Holidays			
Other items- please provide details			
<b>Total</b>			

**PLEASE ENSURE YOU HAVE ANSWERED ALL QUESTIONS**

I certify that the above information is accurate and complete.

Remember to enclose the supporting documentation required (see notes).  
Without it your application will be disregarded.

**Data Protection Act [2018] and General Data Protection Regulation 679/2016**

The information in this application form will constitute personal data and some of the information may be special category personal data under the Data Protection Act [2018] and the General Data Protection Regulation 679/2016.

The Trustees of the Grace Wyndham Goldie (BBC) Trust Fund take the security of your personal data very seriously.

The Trustees will hold and use the personal data you provide in considering your application, exercising their discretion to accept or reject your application and implementing their decision.

Once the Trustees have made their decision, the personal data you have provided in support of your application will be destroyed. A record of your application will be kept for a period of 7 years. The record will include your name, contact details, a brief summary of your application, the Trustees' decision and the details of any payment made. (This is because we have a legitimate interest in retaining such details for accounting and auditing purposes and in case queries arise over a decision.)

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I give my consent for the Trustees to hold and use the personal data provided in this application in order to consider my application and in the exercise of their discretion to accept or reject my application and to implement their decision.

I understand that I can withdraw my consent at any time up to the point the Trustees make their decision.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Print name in full : \_\_\_\_\_

Please use this page for any additional information you feel may assist your application.