



# The Boparan Charitable Trust's Application Form

The Boparan Charitable Trust, 9 Colmore Row, Birmingham, B3 2BJ - Tel: 0121 214 9364

We fully welcome all applications, however please be aware that Applicants must live within the UK and be aged 18 or under.

## A Fully Completed Application Includes:

- **A letter Of Support:** Confirming condition/circumstances and if this is the correct item for the child on a letterhead.
- **Independent Quote:** From the supplier. The letter of support cannot be from the same person supplying the service.
- **Completed Application Form:** All details within in this form fully completed.

## Please find below a list of some of the items / therapies we **DO** provide funding for:

Powered & Manual Wheelchairs    Specialist Trikes (up to £1,500)    Specialist Buggies & Pushchairs  
Specialist Car Seats    Walkers & Standing Frame    Sensory Toys (up to £1,000)    Specialist Baths  
Hoists    White Goods    Food & Clothing Vouchers    P Pod Chairs    Tough Furniture Beds  
Therapies (including Speech & Language, Occupations Therapy, Food Therapy, Behavioural Therapy)

## Please find below a list of items / therapies we **DO NOT** fund (unless in exceptional circumstances)

Donations to other charities    Funeral Services    Service or Autism Dogs    Trampolines / Trampettes  
Home adaptations / Renovations    Holidays & Short Breaks    Legal Costs    Warrantees  
Carpets & Flooring    Garden Equipment / Sheds & Fencing    Reimbursements of Funds Already Paid Out  
Repayment of Loans    Administration or Salary Costs    Travelling Costs    Accommodation Costs    Safe Spaces  
Toys, Computer Consoles    PC's, Laptops, Tablets (Including iPad)    TVs, DVD Players    Hot Tubs    Sofas / Settees  
Lease or Purchase of Car    Alternative Therapy    ABA Therapy    Room Hire  
Private School Fees    Non-Medical Body & Face Enhancements

If there is an item you would like funding which is not on either lists, please get in touch and we will be able to tell you if it is something the Trust will potentially fund before you fill out an application form. Email: [applications@boparan.com](mailto:applications@boparan.com).

*This list is subject to change at any point and is not limited. The Boparan Charitable Trust reserves the right to decline an application and is not obliged to explain any refusals.*

### Please Note:

\*We reserve the right to offer a like for like alternative product.

\*Occasionally we may request a re-assessment from an alternative supplier.

\*The Boparan Charitable Trust will not pay directly into a personal bank account.

\*The Trust does not select equipment/treatments and only provides funding (where approved) therefore accepts no liability for any equipment supplied by third parties. The charity is not a provider or advisor in respect of equipment or any other matter.

**The Trustees treat each application as sensitively as possible, handling personal data in accordance with GDPR regulations. We reserve the right to request further information as and when needed.**

# PERSONAL DATA

We are committed to protecting your personal data. Your data will be: used lawfully, fairly and in a transparent way; collected only for valid purposes and not used in any way that is incompatible with those purposes; relevant to the purposes we have told you about and limited only to those purposes; kept only as long as necessary for the purposes; kept securely.

We will use personal data provided to us, either in this application form or otherwise as part of the application process, in the following ways:

- We will use the information given on your application form (and any supplementary information submitted by you) in order to carry out background and reference checks (where applicable) and to decide whether to make an award to you.
- We will use your contact details in order to communicate with you about progress with your application.
- We may use your contact details to send you updates about our work which we think may be of interest to you.

## Sharing Your Personal Information

We may share your personal data with our trustees as part of the application process. We may also share your personal data with certain third parties, including service providers who provide IT and system administration services, professional advisers, and HM Revenue & Customs, regulators and other authorities. We will also share or disclose your personal information if we are under a duty to do so in order to comply with any legal or regulatory requirement or as otherwise permitted to do so by law.

We require all third parties to respect the security of your personal data and to treat it in accordance with the law. We do not allow our third-party service providers to use your personal data for their own purposes and only permit them to process your personal data for specified purposes and in accordance with our instructions.

## Retention of Your Personal Information

We will only retain your personal data for as long as necessary to fulfil the purposes we collected it for, including for the purposes of our internal recording requirements and satisfying any legal, accounting, or reporting requirements.

## Data Security

We have put in place appropriate security measures to prevent your personal data from being accidentally lost, used or accessed in an unauthorised way, altered or disclosed.

## Any Questions?

If you have any questions about this privacy notice, including any requests to exercise your legal rights, please contact us at: [applications@boparan.com](mailto:applications@boparan.com)

# APPLICATION FORM

Please read the 'Application Guidelines' before filling out this form. Failure to fully complete this form and provide necessary documents may delay or invalidate your application.

## THE CHILD

Name of Child: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_

Details of disability/illness/circumstances: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

How long have they had this condition? \_\_\_\_\_

Name of the Professional supporting this application?\* \_\_\_\_\_

Telephone No. of professional supporting this application:\* \_\_\_\_\_

(E.g: OT/Social Worker)

## THE FAMILY

Name of Parents/Guardians: \_\_\_\_\_

Postal Address: \_\_\_\_\_

\_\_\_\_\_

Postcode: \_\_\_\_\_ UK Resident:  ILR Indefinite:  Leave To Remain:

*If you are a foreign National, living or working in within the UK, please provide photocopies of your passport and visa documents.*

Do the Parents/Guardians co-habit? Yes:  No:

Mobile No. \_\_\_\_\_

Telephone No. \_\_\_\_\_

Email Address: \_\_\_\_\_

Name and age other dependents:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



# FINANCIALS

In order for us to process your application, we require a breakdown of the household's financial situation. **Please fill out all the details below.** Failure to do so will result in your application not being assessed.

HOUSEHOLD INCOME	MONTHLY TOTAL
1st Parent/Guardian (net) Wage	
2nd Parent/Guardian (net) Wage	
Disability Living Allowance Hi	
Disability Living Allowance Medium	
Disability Living Allowance Low	
Carer's Allowance	
Child Tax Credit	
Child Benefit	
Maintenance/Child Support	
Housing Benefit	
Income Support	
Council Tax Benefit	
Working Tax Credit	
Jobseeker's Allowance	
Employment and Support Allowance	
Statutory Sick Pay	
Maternity Allowance	
Statutory Maternity Pay	
Student Loan/ Grant	
Pension	
Family Allowance	
<b>SUBTOTAL</b>	
Savings (Total To Date)	
<b>TOTAL INCLUDING SAVINGS</b>	

HOUSEHOLD EXPENDITURE	MONTHLY TOTAL
Rent	
Mortgage	
Maintenance/Child Support	
Childcare	
Secured Loans	
Gas	
Electricity	
Water	
Council Tax	
TV Licence	
Telephone	
Mobile Phone	
Satellite/ Cable (Sky, Virgin)	
Broadband/Internet	
Appliance Rentals/ HP/Conditional Sale	
Vehicle costs (e.g. tax, insurance, DLA Motability)	
Fuel	
Public Transport	
Sundries/ Food	
Clothing/Footwear	
Meals/Trips	
Leisure Activities/Memberships	
Student Course Costs/Tuition Fees	
Private School Fees	
Treatments/Therapies	
Other*	
<b>TOTAL</b>	

\*Please specify any additional source of income/expenditure. Failure to do so may invalidate your application.

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# CLAIMS

Have you successfully applied to The Boparan Charitable Trust before? Yes:  No:

What was granted? \_\_\_\_\_

Have you applied to any other charity for your current request? If so, please state:

Charity Name	Stage of Application

Have you received items/grants from any other charities in the previous 3 months? If so, please state:

Charity Name	Item Awarded

## LEGAL CLAIMS

Have you received any compensation by way of legal claim in regards to your child's condition? Yes:  No:

If yes, please specify the amount received: £ \_\_\_\_\_

When was this awarded? \_\_\_\_\_

Are you currently pursuing a legal claim regarding your child's conditions? Yes:  No:

If yes, please provide further details: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

## Where Did You Hear About The Boparan Charitable Trust?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## PUBLICITY

*'Help us, to help others!'*

At The Boparan Charitable Trust we produce a wide range of materials to tell people about our services and to raise money for our work. From time to time we take photographic images (moving and still) of applicants, and use case studies which can include these images and personal data (such as name and/or diagnosis where appropriate and consented to) to enhance and illustrate our media applications to make them more accessible, and inspiring for our audiences.

By completing this form, you confirm that you:

- Understand that footage and photographs may be used at different times and that I will not be contacted each time and that any materials, footage and photographs may be edited or altered to be used; and
- Give us full permission to use these images and any personal information you supply to us in our media applications, which reasonably promote or advertise The Boparan Charitable Trust aims. (This may include printed publications and leaflets; adverts; our website; audio-visual and electronic materials; media work; display materials; and any other media we may use in the future.). The images will not be used for any other purpose.

*The copyright and any intellectual property rights in any material which is generated as a result of photographic sessions shall be assigned and shall be the property of The Boparan Charitable Trust.*

**YES**, I/We are willing to help with publicity by allowing use of such images, so other families can benefit too.

**NO**, I/We are **NOT** willing to help with publicity by allowing use of such images.

If you wish to withdraw your consent for processing for the purposes of publicity, please contact us. [events@boparan.com](mailto:events@boparan.com)

## CHECKLIST

- Fully completed application form
- Written confirmation of child's condition by a professional independent body e.g. Medical Consultant or Social Worker. **\*\***(Minimum requirement for wheelchair must be confirmation from a medical professional who were present at the assessment and will state this is the correct chair for the child) stating benefit to the child.
- Independent quote.

# AGREEMENT

Please be aware The Boparan Charitable Trust may contact you at any point to clarify the information provided.

## DECLARATION:

**Although this application can be completed by a supporting advocate of the child, this must be signed by the parent/legal guardian to validate information given.**

All the details that I/we have provided within this application are correct and true to the best of my knowledge. I fully understand that failure to disclose the correct information will invalidate my application.

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

Name (Printed): \_\_\_\_\_ Date: \_\_\_\_\_

Thank you for completing this form!

**Please return to the office via:**

### POST:

FAO. THE BOPARAN CHARITABLE TRUST  
APPLICATIONS DEPARTMENT, 9 COLMORE ROW, BIRMINGHAM, B3 2BJ

Please ensure accurate postage is placed on the envelope.

### EMAIL:

[applications@boparan.com](mailto:applications@boparan.com)

Please ensure the scanned / photographed copy is clear before sending.

For applications under £5,000, we will endeavour to get a response back to you between 2-4 weeks.

For applications over £5,000 this may take longer.

If you would like to speak to a member of the team regarding your application, please call: 0121 214 9364

If you haven't heard back from the team after 1 month, please get in touch.