



# Dacorum Community Trust (DCT)

The Forum, Marlowes, Hemel Hempstead,  
Hertfordshire, HP1 1DN  
Tel: 01442 253216 Email: admin@dctrust.org.uk  
**Registered Charity No. 272759**

Ref number

## Personal Application Form – Confidential

Name:

Status	Single / Partner / Married / Separated / Divorced / Widowed / Other
Date of Birth	
Nationality	
Please state the names, dates of birth and gender of any children you have under the age of 18.	
Do the children live with you? If not, who do they live with?	
Do you have any children aged over 18 living with you? Are they employed, unemployed, in education, training or other? Please give details.	
Telephone number - landline and / or mobile	
Address Including area (e.g. Grove Hill) Postcode	
Who is your housing provider?	
Email address	
Are you currently employed?	<b>Y/N</b>
Employer details and occupation	
Previous occupations	
Do you have a spouse/partner?	<b>Y/N</b>
Name and occupation of spouse/partner	
Have you or your spouse/partner ever worked for the Armed Forces (including National Service)? If so, please give details.	
Do you or anyone in your immediate family have a disability or are suffering from a debilitating illness? Please give details.	

**DCT will require a copy of your tenancy agreement, a recent full month's bank statement and proof of benefits (a screenshot is acceptable)**

## Dacorum Community Trust (DCT)

Income	Amount Monthly	Outgoings	Amount Monthly
Wage / salary of applicant (take home pay)		Mortgage	
Wage/salary of spouse/partner (take home pay)		Do you receive housing benefit?	Y / N
Pensions: State / private		Rent (If you receive housing benefit, please state the amount <b>YOU</b> pay, not the full rent).	
Child maintenance		Council tax	
Job Seekers Allowance (JSA)		Gas	
Employment Support Allowance (ESA)		Electricity	
Income Support		Water	
Disability Living Allowance		Food	
Personal Independence Payment (PIP)		Mobile phone	
Attendance Allowance		Telephone	
Carer's Allowance		Television / internet	
Child Benefit		TV Licence	
Child Tax Credit		Car costs e.g. fuel, insurance, tax	
Working Tax Credit		Other travel costs e.g. bus, train	
Universal Credit		Insurance policies e.g. house/life	
Other benefits (please specify)		Leisure	
		Essential clothing	
		Child maintenance	
Are any of your benefits currently suspended?	Y / N	Nappies / baby milk	
<b>Date of next benefit payment</b>			
Do you have any savings?	Y / N	Other expenditure (please state)	
Any other income		School meals – If your children have school meals, please state the amount you pay <b>OR</b> write 'FREE' if you do not pay.	
		Debts / arrears – Please state the amount you pay each month.	
		Please state the total amount of your debts.	
<b>Total income per month</b>	<b>£</b>	<b>Total outgoings per month</b>	<b>£</b>

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**Please explain your current circumstances and the purpose for which you are applying for support. All information will be treated in the strictest confidence.**

**DCT is a small independent charity that raises money solely through fundraising and donations. Please list your priority items in order – we will aim to help you with one of these items.**

**How much can you contribute toward a purchase: £**

**Are you affected by any of the issues below?** Tick all the boxes that apply to you.

- Domestic Abuse   
  Homeless   
  Benefits   
  Housing   
  Temporary accommodation   
  Family issues   
  Debt  
 Mental health   
  Other physical health – please specify?

Have you ever applied to Herts Help? Yes / No  
If yes, what did they provide and when?

Have you ever applied to the DCT? Yes / No  
If yes, how did we help?

How did you find out about DCT?

Referral agency (if applicable) Contact name and telephone number.

Are you working with any other agencies? Please state agency name.

Please provide the name and contact details of your support worker.

**I declare that the information I have given is to the best of my knowledge correct.**

Signature of applicant

Date

**I agree to DCT contacting other charities / organisations and support workers on my behalf.**

Signature of applicant

Date

DCT may use anonymous extracts from your application in our publicity for fundraising. If you do not want us to use any information, please state on this application or by email to [admin@dctrust.org.uk](mailto:admin@dctrust.org.uk). Our data protection policy is on our website [www.dctrust.org.uk](http://www.dctrust.org.uk). DCT is a member of ICO, an independent body advising organisations and the public about data protection and information rights. You can find them at [Information Commissioner's Office \(ICO\)](http://www.ico.gov.uk)

**DCT will require a copy of your tenancy agreement, a recent full month's bank statement and proof of benefits (a screenshot is acceptable)**

**Once completed, email to [admin@dctrust.org.uk](mailto:admin@dctrust.org.uk) or send to us here at The Forum, Marlowes, Hemel Hempstead, Herts, HP1 1DN.**

Dacorum Community Trust is asking all applicants if they would take a moment to complete the form below. In line with our Equality and Diversity policy, we want to ensure we are helping all ethnic groups within our community. This data will be used to highlight specific areas for improvement, training, and monitoring purposes.

These forms will be separated from your application for support.

## **What is your ethnic group?**

**Choose one option that best describes your ethnic group of background?**

### **Asian / Asian British**

- Asian British
- Bangladeshi
- Chinese
- Indian
- Pakistani
- Any other Asian background

### **Black / African / Caribbean / Black British**

- African
- Black British
- Caribbean
- Any other Black / African / Caribbean background

### **Mixed**

- White and Asian
- White and Black
- Any other mixed / multiple ethnic background

### **White**

- Irish
- Scottish / English / Welsh / Northern Irish / UK
- Any other white background

### **Other**

- Arab
- Gypsy, Roma, and Traveller communities
- Jewish
  
- Any other ethnic group
- Prefer not to say.