

PRIVATE & CONFIDENTIAL

Application form



## THE CABE BENEVOLENT FUND

### Coronavirus (Covid-19) Crisis Emergency Assistance Grant

Notes:

1. The CABE Benevolent Fund in response to the Coronavirus crisis will make a single one-off emergency grant of £500.00 available to:

**Members, retired members or former members** of the bodies corporate called the Chartered Association of Building Engineers or Association of Building Engineers (formerly the Incorporated Association of Architects and Surveyors). Members must be/have been in a class of membership that normally requires a subscription payment and have paid at least two years subscription. Life members and members who have had their subscriptions waived who are in those classes will be eligible provided they have paid at least two years subscriptions. Former members must have been in continuous membership of the Associations (one or more) named for not less than 15 years.

And,

**The widows, widowers, children or other immediate dependents** of deceased, retired or former members of the said bodies corporate. Applications made by dependents of deceased former members are subject to the former member having been in continuous membership of the Associations (one or more) named for not less than 15 years.

PLEASE TICK YOUR APPLICABLE CATEGORY

*Please note that honorary members, affiliate members and student members are not eligible.*

2. The grants will be issued from a limited fund.
3. Only one payment will be paid to any member, former member or dependent.
4. The payment is intended to ease the immediate distress of a member. A successful application will be swiftly processed. Please provide ALL the required information when submitting the information as failure to do so will delay / prevent the processing of the application.
5. Applicants should be aware that assistance may affect any State Benefit.
6. The Emergency Assistance Grant is not available to deal with any business matters concerned with practice, employment or business failure, including the payment of annual subscriptions to professional bodies.
7. The Benevolent Fund acknowledges that distress may be being experienced by members who, due to (but not solely) having been—
  - a. Furloughed by their employer and is receiving only 80% of salary (or will be when HM Government scheme is in place);
  - b. Started their own business within the last 3 years and are self-employed;
  - c. Self-employed (or similar) and is currently prevented/cannot work and may receive 80% of their normal income;
  - d. Directors of a Limited Company (SME) reliant on dividends as part of their income, and unable to furlough themselves cost effectively and currently receive no assistance from Government agencies;
  - e. Self-isolating (or has an immediate family member or a life partner who is isolating) and cannot go to work or cannot work from home; and
  - f. Members (or their dependents) who have suffered a Covid-19 related bereavement and need financial support whilst they grieve, get back to work and/or are burdened with unexpected funeral costs.

Members within one of the situations outlined in (a) to (f) above must provide written evidence that they are within this category. Members who are experiencing difficulties NOT outlined within (a) to (f) should clearly set out why they are applying and provide supporting evidence.

8. Members may apply for separate assistance or further financial assistance from the Benevolent Fund. Find out more at [c.buide.com](http://c.buide.com); or email [emergencybenfund@cbuide.com](mailto:emergencybenfund@cbuide.com); or write to The Clerk to the Trustees at the following address – The Clerk to the Trustees, CABE Benevolent Fund, Lutyens House, Billing Brook Road, Northampton NN3 8NW

Lutyens House, Billing Brook Road, Weston Favell, Northampton NN3 8NW

T: +44 (0)1604 404 121 E: [emergencybenfund@cbuide.com](mailto:emergencybenfund@cbuide.com) Reg Charity Number: 232114

The Chartered Association of Building Engineers is a company incorporated by Royal Charter, registered in London, No. RC000867

## DETAILS OF MEMBER

Name of member: .....

Grade of membership: Fellow /Chartered Member /Graduate /Associate /Technician /Retired

Date of birth: .....

Name of dependent and relationship to named member .....

## DETAILS OF APPLICANT

The information requested in this section relates to the individual seeking assistance, e.g. member or member's family/dependents. Please use block capitals.

<b>Name:</b>		
<b>Address:</b>		
<b>Daytime telephone no:</b>		
<b>Email address:</b>		
<b>Bank details if different to those in CABE membership account:</b>	<b>Bank:</b>	
	<b>Name of account:</b>	
	<b>Sort Code:</b>	
	<b>Account number:</b>	

Have you applied for any support from the Government that is specifically related to the Coronavirus crisis?

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Please set out why you are applying for this grant at this time:

**The Trustees reserve the right to request additional information to that included on this form.**

## Declaration of information provided

I hereby declare that all the questions on this form have been fully and truthfully answered to the best of my ability.

I consent to the CABA Benevolent Fund, as data controller, processing the personal data relating to my application with the provisions of the General Data Protection Regulations 2018 and where necessary sharing my details with other charitable organisations. *(Note: the information you supply will be held and processed confidentially.)*

Name (please print) .....

Signature .....

Date .....

**Please send this completed form by email or post to: -**

**Email:** [emergencybenfund@cbuild.com](mailto:emergencybenfund@cbuild.com)

The Clerk to the Benevolent Fund  
The CABA Benevolent Fund  
Lutyens House  
Billing Brook Road  
Northampton NN3 8NW

FOR TRUST USE ONLY				
Membership details confirmed	yes	no		
Members known bank details confirmed	yes	no		
Members known address confirmed	yes	no		
Dependent relationship - former member details	yes	no		
Chairman's comments:	Grant	yes	no	Date:..... Signature:.....
2 <sup>nd</sup> Trust member Name: Comments:	Grant	yes	no	Date: ..... Signature: .....
Date of payment: ..... Payment by: BACS / cheque Cheque no: .....				

Notes:

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Lutyens House, Billing Brook Road, Weston Favell, Northampton NN3 8NW

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