

## **Terms and conditions**

### **1. Types of Award**

The funding options available from the Cirencester Friendly 125 Foundation ("Foundation") are:

1. **Individual Award**; and
2. **Community Award**

### **2. Who can benefit from the Awards?**

An application for an Individual or Community Award may only be submitted by a Member or their affiliated financial adviser. A Member is any person who holds a contract with Cirencester Friendly Society Limited.

The Member's contract must be active (in-force) at the time of the Individual Award or throughout the term of the Community Award. Community Award projects must be based in the United Kingdom.

### **3. Individual Awards**

3.1. Each month ten Individual Awards of up to £500 each are available.

3.2. A recipient of an Individual Award must be either a Member, a member of the Member's family or a close friend of the Member residing in the UK.

3.3. A Member or their affiliated financial adviser, whichever is applicable, may only make one application for an Individual Award at any given time.

3.4. It is the Member's responsibility to ensure the Individual Award is spent in line with the application.

3.5. The Member or their affiliated financial adviser, whichever is applicable, can withdraw their application if the funds are no longer required.

3.6. Applications will be reviewed by the Foundation committee to assess the eligibility of the application prior to entry into a draw.

3.7. Due to the unique nature of each application, each will be judged on its individual merit.

3.8. The Individual Award is intended to provide help to the recipient in times of financial hardship or to develop specific skills to be acquired that would help the recipient in the future.

3.9. The Member or their affiliated financial adviser, whichever is applicable, will be notified by email whether their application is eligible.

3.10. The Foundation committee's decision on which applications are eligible to be considered is final.

3.11. Once received and reviewed, an application will remain in the draw for a period of three consecutive months, after which it will be removed. The Member or their affiliated financial adviser, whichever is applicable, will be notified by email when their application has been removed and will be invited to submit a new application.

3.12. Winners will be selected at random on the first working day of each month.

3.13. In the event that there are fewer applications than the number of Awards available in any given month, Awards will be made to those who have applied in that month and any remaining unallocated Awards rolled over into the following month.

3.14. Successful Members or their affiliated financial adviser, whichever is applicable, will be notified in writing or by telephone within two weeks of the draw.

3.15. The Foundation committee will require a quote for any items to be purchased before any monies are released. Proof of purchase will be provided to us, upon request.

3.16. If satisfactory proof is not provided, we reserve the right to require that the Award is repaid in full.

3.17. We are not responsible for the purchase of any goods or services relating to the application, nor are we liable for any goods or services purchased that are deemed not to be fit for purpose.

3.18. We are not responsible for any loss/harm/injury/death as a result of misuse of products/services or faulty products/services bought using an Award.

3.19. Successful Members or their affiliated financial adviser, whichever is applicable, are not eligible to apply for another Award within six months of their winning application.

3.20. We would like to use winners' stories for promotional purposes. If you do not wish for us to use your name, please let us know.

#### **4. Community Awards**

4.1. Two awards are available each year of up to £25,000.

4.2. The Member or their affiliated financial adviser can nominate only one Community Award in any given nomination period.

4.3. The Member must be prepared to be actively involved to ensure the project delivers the benefits set out in the application.

4.4. Each application will be reviewed by the Foundation committee.

4.5. The decision of the Foundation committee regarding applications is final.

4.6. Projects must benefit a non-restrictive community in the UK and be able to commence within 2 months of receiving the Community Award. The Member or their affiliated financial adviser, whichever is applicable, must be able to provide a detailed breakdown of how the Community Award funding will be put to use.

4.7. We are unable to support commercial or profit making ventures, sponsorship or politically motivated activities, fundraising appeals, religious or faith based activities and recurrent living costs or salary payments. We will not provide awards where the activities or purchases have already taken place, or where projects have already received substantial funding within 12 months of the application

4.8. Once accepted, all applications will appear on our website.

4.9. Applications that are unsuccessful are eligible to re-apply.

4.10. The Member or their affiliated financial adviser, whichever is applicable, will be notified that their application has been accepted.

4.11. Once accepted, the Member or their affiliated financial adviser, whichever is applicable, may not make any changes to the information in the application.

4.12. Once the nomination period has elapsed, voting will open for all Community Award projects.

4.13. At the end of the voting period the Community Award project which received the most votes will be declared the winner.

4.14. In the event of a tie, the Foundation committee will select a winner.

4.15. The decision of the Foundation committee, on all matters relating to the activities of the Foundation, will be final.

4.16. The Member or their affiliated financial adviser, whichever is applicable, representing the winning project will be notified within two weeks of winning a Community Award.

4.17. The Member or their affiliated financial adviser, whichever is applicable, representing the winning project will be required to work with us to provide a project plan and key milestones to ensure the Community Award delivers the benefits.

4.18. The Member authorises Cirencester Friendly Society Limited to publish their name when announcing details of the Community Award without prior permission or financial compensation or the attribution of rights other than the sum awarded, subject to those rights protected by data protection legislation.

4.19. The successful Member may be required to participate in on-going PR activity.

4.20. We may use the successful Members name and photograph in future publicity or promotional material and by participating in the process, the Member agrees to such usage.

4.21. The Community Award funding will be distributed on a needs-basis.

4.22. We reserve the right to request that the project returns the funding amount in full if we receive evidence that the money is not being used in line with the Application.

4.23. The Member or their affiliated financial adviser, whichever is applicable, representing the winning project cannot apply for another Community Award within 18 months of receiving funding. After this time, they are eligible to apply for funding again for a new project.

## **5. Community Award Voting**

5.1. Votes may only be cast online.

5.2. In order to vote for a project any prospective voter will need to provide their name, age, location and email address.

5.3. If the prospective voter provides this information, they will be able to vote for as many projects as they like, but can only vote for any project once.

5.4. We reserve the right to remove registrations if we have reasonable grounds to suspect the prospective voter is not resident in the UK.

5.5. The prospective voter may only register once. If the prospective voter registers under more than one email address the vote will not count. We reserve the right to remove any prospective voter who we reasonably believe is not genuine.

## **6. General information**

6.1. These terms and conditions set out the rules applicable to the application, nomination and voting processes. Members, their affiliated financial adviser or prospective voters, whichever is applicable, shall be bound by these rules upon making an application, nomination or vote and are advised to read these terms before submitting. If you have any questions or require further information, please contact us.

6.2. We reserve the right to cancel, extend the period of participation or alter in any way whatsoever the terms and conditions of the awards. We cannot be held responsible if, in any case of force majeure (circumstances beyond control), the application, nomination or voting process should be modified, shortened or cancelled.

6.3. The name and county of the Member or their affiliated financial adviser, whichever is applicable, representing the winning project can be obtained by sending a stamped addressed envelope to us.

6.4. In case of any dispute the laws of England and Wales will apply.