

Privacy Statement 1: Proposal Applicants

Growing Together Fund

Privacy Notice for Applicants

FINAL – 11th September 2026

1. Who is responsible for your data?

Your application data is collected and processed jointly by three organisations, each acting as a Data Controller for the purposes of UK GDPR:

Key Fund

Key Fund is the fund administrator for the Growing Together Fund. It receives and holds your application data, carries out eligibility and due diligence checks, issues grant agreements and makes payments.

9-12, Jessops Riverside, 800 Brightside Ln, Sheffield S9 2RX / ICO: Z9128605

Our Future

Our Future leads the design and community participation elements of the Growing Together Fund. It will also use application data for programme learning and fund design purposes. Our Future, 1st Floor, 88 Baker Street, London W1U 6TQ / ICO: ZC140900

North East Lincolnshire Council

North East Lincolnshire Council is the local council that oversees the funding behind the Growing Together Fund. They may need to access your data to meet their legal responsibilities around how public money is spent, but they do not decide who receives funding.

North East Lincolnshire Council, Municipal Offices, Town Hall Square, Grimsby, North East, Lincolnshire, DN31 1HU / ICO: Z5951373

2. What personal data we collect

Your application data is collected through Singlify, a secure grant management portal operated by Key Fund. Singlify processes your data as a data processor on behalf of the joint controllers named above. The application form collects the following categories of personal data:

Identity and contact information:

- Full name, date of birth (for identity verification purposes), title
- Address, email address, telephone number
- Website and social media accounts (where provided)

Project and financial information:

- Project description, budget, proposed activity, start and end dates

- Organisation accounts and bank statements (where applicable)
- Subsidy control declaration (for organisations)

3. Why we collect your data and the legal basis for doing so

Purpose	Legal basis	Who processes
Processing your application, eligibility checking and due diligence	Contractual necessity / legitimate interests	Key Fund
Issuing grant agreements and making payments	Contractual necessity	Key Fund
Sharing project summaries and budgets with Decision Makers to support decisions	Legitimate interests - applicants choosing to participate in a public assembly funding process would reasonably expect their proposal to be reviewed by Decision Makers. Personal contact details are withheld from Decision Makers.	Key Fund / Our Future
Programme learning, fund design and reporting by Our Future	Legitimate interests - Our Future uses anonymised or aggregated application data to inform the design of the permanent Grimsby Fund, as required under the programme mandate.	Our Future
Regulatory compliance, audit, Freedom of Information, subsidy control	Legal obligation	Key Fund / NELC / Our Future
Promotion of funded projects (if you consent)	Consent (separate question within application)	Our Future

4. What we share with Decision Makers

Decision Makers will be given access to project summaries in order to carry out their role. This will include:

- Project name and description
- The priority theme(s) the project addresses
- The amount of funding requested
- Budget summary (categories and totals)
- Key Fund's summary commentary on each proposal

Decision Makers will not see:

- Your personal contact details (name, address, email, phone)
- Your date of birth or identity verification information
- Detailed financial accounts or bank statements

5. Publicity and Promotion

If your project is funded, we may wish to share information about it publicly - for example on our website, social media, in reports or in press coverage. This could include your project name, a description of your project and the amount of funding awarded.

You will be asked within the application whether you agree to this - this consent is not a condition of your application or your grant.

You can withdraw your consent for promotional use at any time by contacting Our Future at growingtogetherfund@our-future.io. Please note that where information has already been published, it may not be possible to remove it from all locations, but we will take all reasonable steps to do so on request.

If your project involves photographs or video of participants or beneficiaries, it is your responsibility to ensure you have obtained appropriate consent from each individual featured, including specific arrangements for any images involving children or vulnerable adults.

6. How long we keep your data

Application and grant records including identity verification, financial information, grant agreements and monitoring reports are retained for a minimum of 7 years from the date of the final payment.

Anonymised and aggregated data may be retained for longer for programme learning purposes.

If you are unsuccessful, your application data will be retained for 7 years from the date of the funding decision.

7. Your rights

Under UK GDPR, you have the right to:

- Access the personal data we hold about you
- Request correction of inaccurate data
- Request erasure in certain circumstances
- Object to processing based on legitimate interests
- Withdraw consent where processing is based on consent (this will not affect processing already carried out)
- Raise a concern about how your data is being handled. You can raise it directly with Key Fund in the first instance. If you remain unsatisfied, you have the right to lodge a complaint with the Information Commissioner's Office (ICO) at ico.org.uk or by calling 0303 123 1113.

To exercise any of these rights in relation to your application data, contact Key Fund at:

Jane.austin@thekeyfund.co.uk

To exercise any of these rights in relation to data held by Our Future, contact:

Growingtogetherfund@our-future.io

8. Full privacy statements

Each organisation's full privacy statement is available at the links below. Key Fund's statement is available at: <https://thekeyfund.co.uk/legals/privacy/full-privacy-statement/>

Our Future's full privacy statement is available at: <https://www.our-future.io/privacy-policy>

North East Lincolnshire Council's privacy statement is available at: <https://www.nelincs.gov.uk/your-council/data-protection-and-privacy/>