















	<b>Provision of Business and Property Grants and other Funding</b>	<b>Is the data collected direct from the citizen?</b>	<b>Is the data about the citizen collected from a third party?</b>
<b>Why we collect information about you?</b>	To enable us to process your application for a grant, to make a payment to you, and to prevent fraud.		
<b>What is the legal basis for us collecting your information?</b>	Financial Regulations		
<b>What information do we collect about you?</b>	Title, first name, surname, company name (where applicable), Address, address of property, email address, telephone numbers,		
<b>Who do we share the information with?</b>	No one, the data is treated as confidential unless your explicit permission is given to make the information public. An anonymised summary of grants given is compiled and made publicly available.		
<b>Is any information transferred to or stored in servers based outside the European Economic Area?</b>	No		
<b>How long do we keep your information?</b>	5 years		
<b>Who do we collect information from?</b>	The person submitting the information.		
<b>What are the consequences if we don't collect the data?</b>	We are unable to process your application.		
<b>Are any decision about you made by automatic means?</b>	No	