

Guidance for Applications to the W B Whitie Benevolent Fund

A Benevolent Fund administered by and open to individual members of the
Glasgow Institute of Architects

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W B Whitie Benevolent Fund Summary

Open to Glasgow Institute of Architects (GIA) members with a current RIAS Membership Number.

- GIA Members are individuals who are registered with the Royal Incorporation of Architects in Scotland and who work or reside within the GIA Chapter Area, being the following local authorities: Argyll and Bute, Glasgow City, West Dunbartonshire, East Dunbartonshire, Dumfries and Galloway, East Ayrshire, East Renfrewshire, Inverclyde, North Ayrshire, North Lanarkshire, Renfrewshire, South Ayrshire, and South Lanarkshire.

Applicants are advised to pursue other lines of support prior to making an application.

- The W B Whitie Benevolent fund is limited, and the GIA wish to put this modest resource to best use and fill gaps not covered by other funding sources. Therefore, it aims to support as many of its 1600 members who are in **immediate** need, and will review applications as they are received, and in the order that they are received.

Applicants can seek up to £500 per one-time grant to support reasonable immediate needs and support members through financial hardship.

Grant applications will be assessed on a case-by-case basis: accordingly, GIA has created a simple and **confidential** process for applicants.

- Applications will be reviewed by the W B Whitie Benevolent Fund Working Group which includes the current GIA President, Vice-Presidents, Treasurer, and two Past Presidents. All applications will be treated with the strictest of confidence. GIA Council will receive updates from the W B Whitie Benevolent Fund Working Group on the total number of awards given and the remaining balance of the fund. This information will be anonymous, and no other details will be shared unless agreed by the applicant should the need arise.

The GIA is not a regular grant-giving charity and will work to turn around applications as quickly as possible.

- GIA hopes to be able to turn around applications as quickly as possible and in any case within 2 weeks, but this will be dependent on the volume of applications.

Current restrictions on GIA as a registered charity will require that payments are made by cheque.

- Grant recipients are advised to check with their bank and ensure that cheques can be lodged remotely or at a local branch and are asked to advise the GIA of any restrictions that may apply.

What is this fund for?

This fund is to support RIAS Members within the GIA Chapter who are experiencing immediate financial difficulty due to the loss of income or other financial hardship.

The GIA, through the W B Whitie Benevolent Fund aims to support and prioritise those most in need. In particular those who are least likely to benefit from the recently announced **Job Retention Scheme** and **Self Employment Income Support scheme** as a result of the Covid-19 pandemic.

The Institute trusts that those who apply to this fund are genuinely in need of emergency funding at this time. GIA would strongly encourage members to fully consider their needs before making a request.

GIA has finite funds and expects a high level of demand. It is vital that the fund is utilised to support those who have the most urgent needs at this time.

There are no deadlines for this programme, applications will be assessed in the order in which they are received.

The Working Group will monitor the demand on the Benevolent Fund and reserve the right to update guidance while it responds as best as possible to support the membership.

It is strongly advised that applicants check the most up-to-date information and advice from the UK Government on their support programmes before making a request to this programme. This grant may be taxable. It is the applicant's responsibility to consider the impact of a request to this fund on any other support that may be available and your tax obligations.

What is the overall budget for this fund, and how much can I apply for?

The W B Whitie Fund has a limited budget. Grants can be requested for any sum up to £500. The Institute is not in a position to be able to offer grants of more than £500 and should note that the grant may be taxable.

Please request the sum that you require, considering your immediate needs due to loss of earnings or other extraordinary circumstances. Given the finite nature of the fund, please be mindful of the needs of others and the desire of the Glasgow Institute of Architects to help as many people as it can.

What are the priorities for support?

The aim is to support those most in need. GIA is bound by the conditions attached to the W B Whitie bequest and can only support members who are able to provide their current RIAS Membership Number.

The hope is to use the W B Whitie Benevolent Fund as a route for members who cannot access funding elsewhere, and as a way of plugging gaps in available support. To do this you may be asked about what other funding you have been looking at and why you are not eligible.

You will be required to submit minimal information to enable GIA to make awards as quickly as possible.

Who is not eligible?

- Non-RIAS Members
- Organisations or registered companies
- Individuals based outwith the GIA Chapter Area.

What we will need from you?

A completed Application Form which includes:

- Your name
- RIAS Membership Number
- Brief employment history (where applicable)
- Email address and telephone number to enable GIA to contact you regarding your application.
- Your postal address so that GIA can issue the cheque payment.
- A short supporting statement outlining your situation.
- Details of your eligibility for other support sources as appropriate to your situation.

Following the receipt of your grant GIA will ask that you confirm that the payment has been received. Your details will be retained on file for a maximum period of 6 months after which all confidential details will be deleted.

What is the application process?

1. You will need to complete and submit a simple online request form, [found here](#). If you are unable to access the online form, please [email](#) for support.
2. Your eligibility will be determined by reviewing the information you have provided against the list of members that we receive from the RIAS to ensure that you are eligible to receive a grant.
3. You will be assigned to two randomly selected members of the W B Whitie Benevolent Fund Working Group who will review your submission and if necessary will contact you to discuss your situation. Your assigned members will make a recommendation to the full Working Group who will review the decision for the purposes of parity across applications.
4. You will receive a phone call to notify you of the outcome.
6. If you have been successful a cheque will be issued to the address provided in your application. Please note that difficult decisions may have to be taken while prioritising support from this fund, to respect the confidentiality of the situations of other applicants we will not be able to provide detailed feedback.
7. There will be no further contact from the GIA regarding the grant unless you feel the need to provide a confidential update.

History

Since its inception in 1868, the Glasgow Institute of Architects has been the recipient of a number of modest bequests: two of these, from John Bennie Wilson and Thomas Lennox Watson (both former Presidents of GIA) allowed awards to first year design students to be established, and these continue to be made today. The award for which the Institute is best known – the triennial Alexander Thomson Travelling Studentship – was established and is sustained through donations, but less well known is a benevolent fund that has been administered by GIA since 1954, and which was made possible through the generosity of another former President, William Brown Whitie.

W B Whitie trained at Glasgow School of Art and worked with the City Engineer before winning the competition for Springburn Public Halls in 1899, the brief for which had been drawn up by GIA. Not long after, he won the competition for the Springburn Public Library, and then – in 1905 - came the competition win that would define his career, the Mitchell Library on North Street. There can be few members of GIA – past and present – who have not made use of this remarkable reference collection.

Unmarried, and with a small practice, Whitie threw himself instead into supporting the architectural profession: he was one of the original founders of the Institute of Scottish Architects (now RIAS), President GIA in 1920-22, and President RIAS in 1934-36. Furthermore, he was a governor of the Royal Technical College where the school of architecture was based. He died on 09 October 1946 at the age of seventy-five.

Whitie's last will and testament bequeathed War Savings Certificates to the benevolent fund of RIAS, and the residue to Wilhemina Watson, who was his housekeeper. His instructions were that on her death, the residue of the estate would be passed to GIA, being "the whole proceeds for the establishment of a Benevolent Fund for the benefit of its members". Miss Watson died in 1952, and in May 1954 GIA received the bequest with which to establish the fund, the object being to "help those who are members of the Glasgow Institute of Architects when in need through poverty." No persons helped by the fund were to have their names published.

The W B Whitie Benevolent Fund has not been widely publicised: the original Trustees (Council Members of GIA) agreed that promotion through the Annual Report should suffice, and so since 1954 there have been fewer than ten awards. Since 1976, however, GIA has worked in tandem with the Architects Benevolent Society, who are better placed to identify cases with which GIA can assist, and this ongoing relationship has worked well, albeit infrequently.

It is considered that this is an appropriate point at which to promote W B Whitie's bequest more widely, while recognising the generous spirit in which it was granted.