INDIVIDUAL GRANTS

GUIDELINES AND HOW TO APPLY
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WHO CAN APPLY

- Residents of the Borough of Elmbridge
- Anyone who is going through financial difficulties
- Recipients of Means Tested benefits such as Job Seekers Allowance, Employment Support Allowance, Tax Credit, Universal Credit ...

WHO CAN REFER

Recognised organisations such as:

- Citizen advice bureaux
- Children's centres
- Training providers (College, School)
- Social Services
- Health professionals
- Local Authority
- Other organisations (eg: Elmbridge Rentstart, Elmbridge Home-Start, Transform Housing and Support, Action for Carers …)
WHAT WE FUND

Household Funding
- Essential furniture and household items e.g. beds, cookers, washing machines, refrigerators
- Health equipment and care aids not funded by NHS or social services
- Utility bill arrears e.g. gas, water, electricity (*the financial situation must be checked by a debt expert first*)

Transport Funding
- Transport e.g. bicycles or public transport

Funding For Children & Young People
- School uniform
- School trips
- School holiday clubs
- Extra-curricular / out of school activities

Vocational Funding
- Course fees for vocational training which could include life skills courses that are not government funded
- Expenses linked to training
- Childcare costs
- Back to work offer assistance
WHAT WE DON’T FUND

- Assistance with degree course tuition fees
- Assistance with post-graduate qualifications
- Rent deposits, rent in advance or rent arrears
- Services and facilities provided through statutory funding or available from other charities and voluntary organisations
- Holidays
- Non essential furniture / home goods
- Catalogue debts, credit cards bills, personal loans and other forms of non-secured lending
- Medical equipment, aids and adaptations normally provided by statutory agencies
- Debts to central or local government departments, e.g. Income Tax and National Insurance
- Fines for criminal offences
- Overpayments of benefits
- Funeral costs
HOW TO APPLY

1. You need financial assistance and live in Elmbridge

2. A local organisation makes a referral online via our website (except for School uniform)

3. You complete a Individual Grants application form online via our website by pressing “Apply online or Download form button”

4. When you have sent your application, contact our Individual Grants Manager on 02033280246

5. You may be asked to attend an appointment to meet with our Individual Grants Manager

6. Your application is assessed

7. We let you know the outcome within a week

8. We make a payment (usually on your behalf to the supplier)
HOUSEHOLD FUNDING

- Essential furniture and household items e.g. beds, cookers, washing machines and refrigerators if the Surrey Crisis Fund is not available
- Medical equipment and care aids not funded by NHS or social services
- Utility bill arrears e.g. gas, water & electricity (the financial situation must be checked by a debt expert first)

DOCUMENTS REQUIRED

* Completed referral form
* Completed application form
* Most recent bank statements & saving accounts for everyone in the household

Additional information:
- For medical equipment and care aids funding please provide: cost, detail of equipment & supplier and an Occupational Therapist Assessment report.
- Proof of utility arrears
TRANSPORT FUNDING

- Bicycle for adults
- Bicycle for young people aged (11-18)
- Transport costs to attend vocational & other training
- Transport costs for people moving from benefits into paid work

DOCUMENTS REQUIRED

* Completed referral form
* Completed application form
* Most recent bank statements & saving accounts for everyone in the household

Additional information:
* Transport costs & provider
FUNDING FOR CHILDREN & YOUNG PEOPLE

School Uniform – There is no need to be referred by the child’s school or other organisations—you can approach us directly.

Help can be provided for uniforms requiring a logo or specific colours, winter coats and school shoes (via Clarks shoe shop in Walton) and all other items of uniform.

School Trips – referral must come from the school

Applications can be made to fund school trips.

School Holiday Clubs

Applications can be made to help with the cost of holiday clubs during school holidays. This excludes half term breaks.

Extra-curricular / Out of School Activities

To enable children and young people to access out of school activities. Assistance can be provided with fees and/or uniform/kit.

DOCUMENTS REQUIRED

* Completed referral form (not required for school uniform)
* Completed application form
* Most recent bank statements & saving accounts for everyone in the household
* Completed school uniform application (school uniform only)

Additional information:
* School holiday club, trips or activities: cost, length and provider
VOCATIONAL FUNDING

• Vocational training course fees (not government funded)

• Accreditation/certification costs (if these are not covered by the course provider)

• Life skills learning courses – courses such as healthy lifestyles, cooking, parenting skills or confidence building

• Back to work offer assistance - It enables the individual to overcome the cash flow issue from the loss of benefits whilst waiting for monthly salary payments. It includes:

  Transport to attend work (Travel card, season ticket, petrol, …)
  Childcare provided by an Ofsted Registered childminder or nursery
  Support materials or clothing (books, tools, work clothing…)

DOCUMENTS REQUIRED

* Completed referral form
* Completed application form
* Most recent bank statements & saving accounts for everyone in the household
* Total cost of the course and associated needs

Additional information:
* College, childcare or trainer details
* Length of course (e.g. 1 term, 1 year)
* Evidence of job offer
USEFUL CONTACTS

Citizen Advice Elmbridge West
01932 248660 (Public Advice Line)

Citizens Advice Esher & District
01372 464770 (Public Advice Line)

Walton & Hersham Foodbank
0203 328 0243

National Careers Service
0800 100 900

Central Surrey Voluntary Action
01372 722 911

Parenting and Family Support Helpline
0808 800 2222

Actions for Carers Surrey
0303 040 1234

TO APPLY ONLINE

Surrey Crisis Fund (formally known as the Local Assistance Scheme)
www.surreycc.gov.uk/people-and-community/surrey-crisis-fund

Mayor of Elmbridge Trust Fund
www.elmbridge.gov.uk/council/mayor-of-elmbridge-trust-fund/

Turn2us Charity
www.turn2us.org.uk/Get-Support
CONTACT INFORMATION

You are welcome to contact us for more information or to discuss a potential application.

Please contact

Amina Lawson
0203 328 0246 or alawson@waltoncharity.org.uk

Our address is:

Walton Charity
Charities House
1 & 2 The Quintet
Churchfield Road
Walton on Thames
Surrey
KT12 2TZ