



# INDIVIDUAL GRANTS CRITERIA

Updated: April 2020



Funding that enables lives to be transformed

## 1 BEFORE STARTING AN APPLICATION

At this time, Longleigh's Individual Grants are only available to residents in Stonewater housing properties/schemes or those who have signed up for a tenancy with Stonewater but have not yet moved in. If you are not a Stonewater resident, unfortunately, a Longleigh Individual Grant is not available to you at the moment.

All Individual Grant applications must be submitted, on behalf of a resident, by a frontline Stonewater staff member directly supporting the resident. By submitting the application, the staff member is giving their support for the application and vouching for the accuracy of the information being provided.

To support information being provided in the application, some evidence may be required. We won't be able to make a decision on an application until we have received a fully completed application and any evidence requested.

All applications must be submitted using our online application process, which is accessed via our website ([www.longleigh.org](http://www.longleigh.org)) or directly through the application portal (<https://grants.longleigh.org>).

Please be assured that the Longleigh Foundation complies with all requirements of the Data Protection Act 2018, which covers how we use any personal information received about an applicant purely for the purposes of their application and not for any other reasons.

## 2 ABOUT THE INDIVIDUAL GRANTS

Longleigh's Individual Grants are intended to be a very short-term, practical form of support for social housing residents at particularly heightened times of difficulty that have or could place them into severe financial hardship and distress.

We recognise that our Individual Grants may be just one part of an overall package of support that residents are accessing. This is why we ask that applications are submitted by supporting staff members to ensure the limited funding Longleigh can provide is used in the most helpful of ways and in line with our criteria.

We want to do all we can to avoid residents having to make financial choices that could place them into situations of self/family neglect or trying to manage problematic, high-interest-rate debts.

We have four different kinds of Individual Grants. Please do read the following information carefully to ensure that the most suitable type of Individual Grant is being applied for as they each have their own criteria that covers:

- What the different grants are for
- The funding limits on the different grants
- The timescales within which applications should be made for the different grants

**The four different kinds of Individual Grants are all accessed by residents/their households that meet at least one of the pathways stated in the following section of this document:**

- *Hardship Grants:* The maximum grant value for Hardship Grants is £1000 per household in any 12-month period.

Hardship Grants are for a recent (in the past three-months) or known, forthcoming situation (in the next three-months). We can't accept Hardship Grant applications outside of these timescales.

- *Crisis Grants:* The amount of funding for a Crisis Grant will be considered on a case-by-case basis, taking the specific circumstances of the crisis situation into account.

Crisis Grants are for unknown and unexpected situations and, therefore, must be applied for within one month of the situation occurring. We can't accept Crisis Grant applications outside of these timescales.

- *Disaster Grants:* These grants are available to qualifying residents/households that have experienced severe damage to or the loss of essential household items through flooding, fire, other extreme weather conditions or major incidents, such as gas explosions.

Disaster Grants must be applied for within one month of the situation occurring. We can't accept applications for Disaster Grants outside of this timescale.

The amount of funding for a Disaster Grant will be considered on a case-by-case basis, taking the specific circumstances of the situation into account.

- *Education, Training & Employment Grants.* The maximum grant value for Education, Employment & Training Grants is £1,000 per qualifying resident and only one of these grants can be received.

These grants are available to qualifying residents who need some financial support in helping them with essential items to attend university/further education; travel to a new place of work/training; for payment towards a training course that is also being part-funded by the resident's employer; or, for training or equipment related to starting self-employment or a business. Evidence will be required to support applications for these grants.

Education, Employment & Training Grants must be applied for no sooner than three-months before or three-months after the commencement of the education, employment or training that forms the basis of the application. We can't accept applications outside of these timescales.

For all our Individual Grants, there is a responsibility on the resident receiving the grant to provide Longleigh with receipts associated with purchases made via their grant in a timely manner. If we are unable to obtain receipts from a resident, this may prevent us considering any future applications being made on their behalf. This means that the staff member submitting the application will choose between 'assisted spend' or 'self-spend' options for the resident so they are supported to use their grant for the purposes stated in the application.

### 3 PATHWAYS INTO THE INDIVIDUAL GRANTS

Our commitment is to ensure our Individual Grants reach those in greatest need. This means that we do have to put some parameters around how we make decisions about applications.

We have developed the following pathways that we believe will help us get our funding to those who need it most.

- Resident (and their family) fleeing from a violent or abusive relationship.
- Resident (and their family) where there is Social Services involvement (such as a Child in Need plan or a Child Protection Plan).
- Resident where there is a child/ren in receipt of free school meals.
- Resident (and their family) with a diagnosed condition or disability (physical and/or sensory and/or behavioural).
- Resident (or family member residing with them) receiving medication and/or therapy for a mental health issue or substance addiction.
- Resident (and their family) moving from homelessness/supported living into independent living.
- Resident moving into independent accommodation after time in prison and where they are still under the support of the Probation Service
- Resident in need of day-to-day essentials where there are evidenced delays to receipt of entitled-to benefits, including all government-announced support as part of the COVID-19 response.

Providing at least one of the above pathways is met, we can support with funding for:

- Essential white goods (e.g. fridge, cooker, washing machine).
- Essential household furniture (e.g. beds, sofas).
- Essential day-to-day items (e.g. gas/electric top-ups, food, baby essentials, school uniforms, travel to work for a limited period of time).

We can only support with funding for flooring where:

- There is Social Services involvement with a family and where there is at least one child under the age of three.
- The resident has a registered physical/sensory disability and the provision of flooring is creating a safer living environment.

#### 4 WHAT WE DON'T FUND

Because we need to carefully allocate the funding we have, there are some things that we don't fund across any of the different Individual Grants. We don't fund the following:

- Goods, services or items that have already been paid for.
- Paying back money to friends, family or companies that the resident has borrowed from
- Rent arrears
- Bill payments (current or late)
- Deposits for tenancies
- Property or grounds adaptations work, including security measures or gardening equipment or garden furniture
- Mobility aids
- Anything that is Stonewater's or a statutory agency's responsibility to address
- Costs or items as a result of an individual or family moving from one property to another, unless the circumstances meets at least one of the pathways stated earlier in Section 3 of this document

#### 5 NEXT STEPS

Once you have read all this guidance about our Individual Grants and are confident that making an application is the right thing to do please go to the Individual Grants application page on our website ([www.longleigh.org](http://www.longleigh.org)) or directly to the application portal (<https://grants.longleigh.org>) to start the online application process.



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