Grant Project

**Guidance Notes and Application Form**

**What is Rees, The Care Leavers’ Foundation?**

Rees, The Care Leavers’ Foundation is a charity for people with care experience. One of our services is to provide small grants to care leavers.

**What will we give money for?**

Anything which helps you move towards your goals in life or will get you out of a real fix. We will look at how a grant might help you right now, to make a new start, or to help you stick with what you’ve chosen to do. Our grants are small, and we can’t promise to help everyone who applies, but we will look at your application individually.

Please read all parts of this application carefully before you fill it in. It’s fine to get someone else to help you; it’s also fine to call and ask for advice before you complete your form.

**Who can apply?**

Anyone who has been ‘looked after’ and has care experience.

**Terms and Conditions**

Your signed application form implies acceptance of these terms and conditions:

1. Grants must be spent for the purpose for which they are agreed

2. You may be required to produce reasonable evidence to show how you have spent the money

3. You may be asked to help us collect information about how helpful the money was to you

4. At the discretion of Rees, grants may be paid directly into a bank account nominated by you or directly to the provider of the service or goods you wish to purchase

5. You should not enter into any agreement for the purchase of goods or services which relies on the payment of a grant until we have informed you that your application has been approved.

We don’t want to pry into your life, but we need enough information to make responsible decisions, and we do ask that you complete all sections as fully as possible, including telling us a little about your time in care, providing full details of your financial situation, and giving the names of two referees who can confirm your circumstances.

**Who decides?**

Please read the ‘Framework Document’ for more detail on what we will and won’t support, and how decisions are made.

**How long will it take?**

Applications will be processed quarterly (three monthly). However we will endeavour to deal with urgent applications more promptly where possible.

Please email your application to [contactus@reesfoundation.org](mailto:contactus@reesfoundation.org)

**Application**

Date of Application:

Local Authority where you were last looked after:

**Contact Details**

Name:

Previous name if changed:

Age:

Date of Birth:

Current address & postcode:

Telephone:

Mobile:

Email:

**Details of Application**

Amount requested £

*Please explain exactly what the money will be used for*

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*Explain how it will help you improve your current situation*

**Please tick the category that best describes your application type:**

□ Household major or minor – hardware, furnishings etc.

□ Education related

□ Housing related

□ Employment related

□ Exceptional medical needs, therapeutic services

□ Other

**Previous Payments**

We need to know whether you have had any help before with this request, from us or from another fund. If you answer ‘yes’ this does not mean that we won’t consider your application.

Please give details of amount & where from:

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Are you waiting to hear about any other applications you have made for help with this request?

Please give details of amount applied for & where from:

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Have you applied to the Rees or Care Leavers’ Foundation before? Yes / No

**Your Income**

Please tell us about your income, including money your partner brings in and any savings you have.

Include a statement of benefits if you have one.

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| Income:  Outgoings: (Bills etc)  Savings: |

**Your time in Care**

*Please tell us how long you were in care for and little bit about your circumstances when you left care. What support have you had / currently have (since leaving care).*

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**References**

We may want to talk to someone who knows about your current circumstances to support your application. If possible please give us the names of two people you would be happy for us to approach.

If you have not given any names, please say why.

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**Reference 1**

Name:

Occupation/relationship to you:

Address:

Telephone:

Email:

**Reference 2**

Name:

Occupation/relationship to you:

Address:

Telephone:

Email:

**Your representative**

*If you have filled this form in on behalf of someone else, you must fill in this section and tell us what your relationship is to the applicant. Correspondence is normally addressed to the applicant.*

*□ Please tick here if you prefer us to write to you as the representative*

Name:

Relationship to applicant:

Address:

Telephone:

Email:

Your signature:

Applicant’s authorisation signature:

**Payment**

If we are able to help you, we will make a transfer into your bank account. Please supply bank account details. If you do not have a bank account we will make alternative arrangements for payment. Please state here any preferences relating to how the money is paid (e.g. direct to supplier)

Bank / Building Society:

Account Name:

Account Number:

Sort code:

**Extra Information**

Use this space to tell us anything else you want us to know which will support your application.

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**Declaration**

I certify that the information given in this application is true and if I am awarded a grant based on false information steps may be taken to recover any monies paid.

Signed:

Date:

**Please email your application to** [**contactus@reesfoundation.org**](mailto:contactus@reesfoundation.org)

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