

## Friends of the Elderly Grant Application Criteria and Guidance Notes

Friends of the Elderly provides small grants to older people living in England and Wales who are living on low incomes.

We have three grant streams currently open which aim to alleviate the stress and worry associated with living on a low income.

**HOME ESSENTIALS** grants help with the cost of replacing every day items in the home (white goods and furnishings), small home repairs and mobility adaptations.

**DIGITAL CONNECTION** grants are to help older people get online and stay connected and can be used towards the cost of equipment such as tablets and smartphones as well as broadband costs.

**FINANCIAL SUPPORT** grants are there to help with unexpected bills and large costs such as utility bills, funeral costs, moving fees etc.

Our grants are funded from donations from our generous supporters and funds are limited. We have simple but clear criteria to help make the process as easy as possible.

### Grant value

The average amount we award is £300 and we do not often award grants for more than £500.

We do not pledge grants towards larger cost items such as significant repairs, as our funds are limited and must be spent within the time frame stipulated by our donors. We do not pay for items already purchased.

If you are seeking funds for a large project please make your application to Friends of the Elderly when the initial funds have been secured. We will need evidence of secured funds to consider such applications.

If you are applying for a FINANCIAL SUPPORT grant, we will contribute up to £300 towards the total cost and this will be paid directly to the company whether this is a utility company or a funeral directors or other supplier. Contributions towards expenses under this grant fund can be made irrespective of whether other funds have been secured.

## Who can apply?

Older people who are on a low income and have reached state retirement age and live in England and Wales, in private or rented accommodation (not those living in residential care).

To simplify the means testing for our small grants, we simply ask that applicants supply evidence they are receiving Guaranteed Pension Credit (GPC). This ensures that older people also have access to other state related benefits which can help alleviate their financial concerns.

If your client is not in receipt of GPC but can evidence they are on a low income with savings of less than £4,000 please get in touch. In exceptional circumstances, we can accept evidence such as two recent bank statements or other official communications that demonstrate their low incomes.

We do not currently accept applications from people who have served in the Armed Forces including National Service. This is due to the numerous and large grant funds that are available to those who have served. We recommend you contact [SSAFA](#) in the first instance if your client has any connection to the forces.

Existing grant recipients can re-apply for a new grant every 12 months.

**Please Note: we do not accept applications directly from individuals. All applications must be made through a third party referrer such as; local authority representatives, social services representatives, charities, housing association representatives, community groups, health and social care teams. We can provide information on local referring agencies if you want to apply for a grant for yourself.**

## **Payments & direct purchase**

Payments can be made to TPRs if they are managing a client process or to local suppliers. We must receive copies of the quotations from suppliers on their business stationery.

We can purchase goods on behalf of clients and currently use John Lewis services for all our direct purchases. If you are requesting FotE to make a direct purchase we do need you to choose from our list of approved items or state what type of item you would like. It is the applicant/TPR's responsibility to ensure the item requested is to the right specification and dimensions for their home.

We will advise the TPR of the scheduled delivery date and time and it is your responsibility to ensure someone is available to take receipt of the delivery.

We always endeavour to purchase goods that do not require self-assembly. Should the item requested require self-assembly this will need to be organised by the applicant/TPR.

If removal of an existing item is required this should be notified at the time of application.

**Please note removal costs, delivery costs, installation and assembly costs can be covered but within the overall average grant value of £300.**

## **Our process and procedures**

We do our best to process grant applications as quickly and efficiently as possible. Our grants panel aims to meet once a month to review applications so you should allow 6 weeks from submitting a properly completed application and supporting documentation to receiving an answer on whether a grant is being awarded. Payment and cheque runs are only made once a month.

We do find that a significant number of applications received are not completed correctly or the appropriate supporting information is not provided. We will inform you if you have not completed the forms correctly. The 6 week approval process is from the receipt of a correctly completed application.

## **Declined Applications**

If an application is declined, we will let you know why. We will always endeavour to help you find alternative grant services.

If you have any questions please call our team on 0330 332 1110 or email [hello@fote.org.uk](mailto:hello@fote.org.uk)