

Grants for members struggling with costs

In 2020 we are introducing a new process for reviewing applications for members struggling with costs. In the new process volunteers will check and confirm documents relating to the grant application, similar to disclosures.

Help might be needed for:

- Individuals from low income families
- Individuals with caring responsibilities
- Young people in care
- Individuals with disability

This process covers both activities, camps in the UK and International trips.

Before you get started, please remember:

- Grants are only available to current members of Scouting (support is given to both young people and adult volunteers who are struggling with costs)
- Adult volunteer members must make the application; it is not open to parents except through a volunteer within the group/district
- Applications will consider the finances of the group or district. Any accounts which show more than the stated reserves (or more than one year's expenditure held as unrestricted available funds) will not be considered
- 50% towards the per person activity cost will be awarded if successful. We will not fund 50% of the overall camp budget

When you know that your group/district is able to make an application, there are 5 simple steps to follow, broken down below:

1) Inform

Tell parents/carers and other volunteers that help is available.

When you share details about a camp, activity or international trip, tell parents/carers and other leaders that help is available. Scouting is inclusive and everyone should be able to take part. Encourage them to speak up if support is needed to make an activity possible.

2) Ask for evidence

Grants are assessed on need, and due to the high number of applications we receive, evidence is required to confirm who is eligible.

If a parent/carer or another adult volunteer has expressed that help is needed, you will need to request evidence to confirm their situation. Evidence that can help you determine financial hardship would be if a family is in receipt of/eligible for at least one of the following:

- Total household income level below £23,000 in London or below £20,000 outside London (if they are a student, please request evidence of family income)
- Young carer (recognised by relevant authorities)

- Looked after (in care) child
- Free school meals or pupil premium funding
- Income Support
- Income-based allowances
- Support under Part VI of the Immigration and Asylum Act 1999
- Child Tax Credit, Working Tax Credit or Universal Credit
- Housing Benefit
- Disability Living Allowance (related to the young person, parent or adult volunteer)
- Guarantee element of State Pension Credit

In all cases, use your best judgement. Evidence not listed above but considered appropriate to their situation can be used. Some situations (such as Looked After young people) might not have evidence. We trust our volunteers to use their discretion and apply for support for those most in need.

3) Review evidence

It can be hard to discuss finances and personal information - try to create an atmosphere in which they feel comfortable and assure them of your sensitivity and confidence. Perhaps ask the parent/carer or adult volunteer to meet after a meeting or at a separate time convenient to them.

Similar to disclosure checks, we only require that you physically see an item of evidence and decide if it is appropriate. Please do not request digital copies or retain copies due to GDPR risks.

4) Sign the consent form

Once the evidence has been shared, ensure that the parent/carer or leader signs the consent form, which includes information about data retention. Once all names are added, it must then be signed by the adult volunteer making the application.

5) Apply for funding

It is important that you do not apply for a grant until all evidence has been reviewed, the consent forms are signed, and you have a copy of your most recent accounts available.

Only then should you apply for the grant. The application form can be found [here](#).

The form will not submit until all questions have been answered. It must be completed in one sitting and cannot be saved and returned to.

Please note:

Outside of the grant application process, keep the position of the individuals who provide details about their financial situation in confidence.

If you receive challenge from parents/carers or adults about providing evidence, please speak to a member of the team at grants@scouts.org.uk