

Application for Bursary Fund and Free meals 15/16

There are 2 types of application requests:

Guaranteed Bursary

To be eligible for this bursary you need to be either;

- In care or a care leaver
- In receipt of income support (therefore living independently)
- In receipt of Employment Support Allowance AND Disability Living Allowance or Personal Independence Allowance.

This will include a weekly payment of £30 a week (based on full attendance of 4 days a week, behaviour and participation). This payment will be made weekly in arrears into the learners bank account.

Guaranteed applications will only be processed if the correct evidence is attached. This can include:

- Proof of care leaver/in care
- Proof of receipt of income support
- Proof of receipt of ESA and DLA

Discretionary Bursary

For learners who live in households with a low income (less than £18,000), or single parent / carer families applications can be made for a weekly payment to support training (in addition to travel costs that all learners get). Evidence of parents / carers earnings must be supplied in the format of;

- P45 / P60
- Evidence of benefits , working tax credit, JSA, universal credit
- Evidence of single parent families must be in the format of council tax bill showing single occupancy

Applications will only be processed if the correct evidence is attached.

The weekly payment for the discretionary bursary is £10 per week

The discretionary bursary can also support learners with one off payments which will offer support for learners moving into positive progressions. Learners who require DBS, PPE clothing or any other specialist materials can contact their tutors who will discuss if any funding is available on an individual basis.

Absences

Payments for GB and DB are made to support learners during their training with t2. If learners are absent, or sick, the daily rate will be deducted from their weekly payment. (Made in arrears).

Bus Fare

All learners attending t2 or a work placement can receive a refund for their bus fare. Learners must choose the cheapest route possible. Learners may be refused a refund for their bus fare if it is deemed that they live in very close proximity of the t2 centre. All bus fares will only be paid for on receipt of a valid bus ticket, into learner's bank account on a Friday.

There is limited funding available for discretionary bursary and this will be monitored quarterly and therefore amounts may be reduced or subject to change.

Applications cannot be backdated.

If your circumstances change after you have joined t2 then please let your tutor know.

Free meals

Learners may also be entitled to a free meal every day they attend the academy. Students must be aged 16-18 on the 31st August 2014. If learners turn 19 during their programme, they are still entitled to claim the free meal. Free meals are targeted at disadvantaged students. Disadvantage is defined as learners being in receipt of, or having parents who are in receipt of, one or more of the following benefits;

- Income support
- Income based job seekers allowance
- Income related Employment and support allowance (ESA)
- Support under V1 of the immigration and asylum act 1999
- The guarantee element of state pension credit
- Child tax credit (provided they are not entitled to working tax credit) and have an annual gross income of no more than £16,190 as assessed by her majesty's Revenue and Customs
- Working tax credit run on – paid for 4 weeks after you stop qualifying for WTC
- During the initial roll out of the benefit, universal credit.

WE WILL REQUIRE EVIDENCE OF THE ABOVE BEFORE WE CAN PROCESS THE APPLICATION FOR FREE MEAL

APPLICATION FOR BURSARY AND OR FREE MEALS

Name:

Date of birth: / /

Learner Signature:

Date application completed: / /

GRANT APPROVAL: (All evidence received, checked and passed to admin, PLEASE ATTACH A COPY)

Authorisation signature: