



HOW TO APPLY FOR A GRANT – GUIDANCE NOTES

All applicants must be aged 16 or over and have an ileostomy or ileo-anal pouch

Please read the Guidance Notes fully before completing the Grant Application Form

If you have an ileostomy or ileo-anal pouch, are aged 16 years or over, on a low income and resident in the United Kingdom for at least six months, you may be eligible for a grant from The Kingston Trust CIO fund.

All applications must be made on an official grant application form, no request letters will be accepted.

Some examples of grants that may be considered include:

- Beds & bedding
- Washing machines
- Cookers
- Bathroom modifications
- House maintenance
- Mobility aids
- Convalescent breaks (assistance for applicant only within 1 year of surgery)
- Training/education aids

Please note grants for outstanding debts will not be considered (you should seek assistance from Citizens Advice, StepChange, The National Debtline or Turn2Us).

Items already purchased will also not be considered (except in exceptional circumstances and at the discretion of the Trustees).

Please complete the application form fully. Please write clearly using black ink then post or scan and email to the address below.

On receipt of applications, our secretary will confirm the Trust's eligibility criteria has been met, circulate the application to the Trustees for consideration and advise their decision as soon as possible. Please note our secretary only works part-time and there may be some delay in responding to any queries.

The form is divided into 5 sections:

/PTO

Q1. The applicant is the person with the ileostomy or ileo-anal pouch unless that person is under 18. In this case, the applicant will be the person who financially supports the person with the ileostomy or ileo-anal pouch.

Please include details of total number of people in household including people that rely on you financially (dependents).

Please ensure you include type of operation, date of operation and reason for operation.

Q2. It is important to let us know exactly what you need and why you need it, together with the name of your preferred supplier and the relevant cost. (Please note the Trustees may set a maximum limit for some items). Please also attach/send details/estimates, as appropriate, to support your application.

Please note all grant requests for building, plumbing or electrical work must be supported by three estimates or quotations from accredited firms.

For your information, we have an account with Argos, so should the item(s) you require be available from their catalogue/website, please advise the relevant catalogue number(s), and if your grant is successful we will order the item(s) directly for you.

Q3. Please let us know where you heard about The Kingston Trust CIO, if you have applied for a previous grant and whether you have approached any other welfare organisations for assistance with this request. In this situation the Kingston Trust CIO may be able to part fund with another welfare organisation.

Q4. Please give full details of your household's finances.

Please include income/benefits for yourself and all other household members (excluding dependents).

Please include total household expenditures

Please give details of any other household assets/savings

Q5. Confirmation of your medical condition is essential before the Trustees can consider your grant application.

To confirm whether or not you meet the Trust's eligibility criteria we will send a 'Verification form' to your GP or Stoma Care Nurse for completion and return to us. Please ensure you provide full names and address details. This request will be repeated every two years.

Please note applications will not be considered until all the information requested has been provided.

Personal data and information supplied will be retained by The Kingston Trust CIO in accordance with our Privacy Statement. Full details can be found on our website or requested from our secretary.