

EDUCATIONAL GRANTS FOR INDIVIDUALS APPLICATION GUIDANCE NOTES

Introduction

The Walcot Foundation offers educational grants to long-term, low income Lambeth residents to support them with the course-related costs of their studies for post-secondary education.

Deadlines:

- 30 September 2024 (for university applicants)
- There is no closing date for further education/vocational courses. However, for one-year/two-year college courses (e.g., Level 1-4 diplomas), we will only consider grant applications from students with at least 12 weeks of their course remaining.

Processing time: Typically six weeks from submission

Eligibility criteria: To apply for a grant you need to:

- Live in Lambeth and have done so for at least one year (exceptions may apply for individuals who have been rehoused externally by Lambeth Council or rehoused into Lambeth by an external agency or recently moved into Lambeth after serving a custodial sentence);
- Be turning *at least* 19 in the academic year for which you are applying;
- Come from a low-income household (you (or your parent(s)/carer(s) if you are under 25 and living with them) must either be in receipt of any **Income based benefits**; OR are eligible for **Free School Meals** OR are on **very low income**).

If you (or your parent(s)/carer(s) if you are under 25 and living with them) are working, and not on any income-based benefits, please use our [online financial eligibility checker](#) to see if your income is low enough to be eligible.

Eligible for funding

Our grants can help with the costs of a first degree or a vocational (work related) qualification. Students can apply for an educational grant for one of the following:

- **A degree course**
Successful applicants receive a grant of £1,800 per year (paid termly) for every year of their course (normally up to a maximum of three years). Grants can be used towards general living expenses at university (e.g. travel, accommodation fees) and course-related items (e.g. books, laptop, specialist equipment). Additional childcare top-up can be considered (up to total grant value per year of £4,000). Funding is for the first undergraduate degree course.

- ***A vocational/non-degree course up to NVQ level 4***

Students can apply for a grant of up to £1,800 (or up to £4,000, if including childcare costs) towards costs such as travel, books, special clothing, equipment, study/field trips, childcare and course fees. We can only give one grant for each level of study [if that level was within the last three years] (for example, if you have already studied for a Level 3 qualification we cannot fund further study at this level [for three years], even if you are now studying a different subject area).

The value of a grant award for vocational training is determined based on criteria including the number of days a student is required to attend college and any course-related expenses as determined by the college. Grant award amounts are determined at the discretion of the Walcot Foundation grant team.

Please note: You are not eligible to apply for a grant if you already have obtained a first degree and/or a vocational qualification at NVQ level 4 or equivalent (exceptions can be considered if you are returning to education after a prolong period of unemployment or if your qualifications not obtained within the British system).

What we do not fund:

- a) Grants **are not** made to reimburse for goods or services already purchased or for debts.
- b) Grants **are not** made for post-graduate study or second degrees, personal development courses, or career changes. This includes the final year of an undergraduate degree course that includes a Masters qualification.
- c) Grants **are not** made for university students' placement year on a sandwich course.
- d) Grants **are not** provided to students repeating a year at university. We have limited funds and so are not able to support students who are repeating a year due to failing a module, an exam or changing course. However, we can continue to pay any remaining grant once a student successfully progresses onto the next academic year of their course.
- e) We **will not** fund further study if you already have a first degree or a vocational qualification at NVQ level 4 or equivalent (exceptions can be considered if you are returning to education after a prolong period of unemployment or if your qualifications not obtained within the British system). If in any doubt, please call a member of the Grants Team before completing this form.
- f) Grants **are not** made for course fees or childcare in cases where it is unclear that the applicant will be able to raise the balance of fees required to complete the entire course.
- g) Grants **are not** made for childcare applications which include a child who is too young to receive the 15 hours free childcare from the Government. In addition, we expect that any childcare bursaries/grants the applicant is entitled to are taken up before we will consider award of a childcare grant.
- h) Grants **are not** made for costs relating to starting up your own business or for self-employment.
- i) Grants **are not** made for study at commercial training providers unless it can be evidenced that the course will lead to employment and that it is not available via a statutory provider (e.g. further education college).

Other Issues

1. Our assessment process is thorough, and it typically takes up to six weeks to decide an application. You can speed up the process by ensuring you include everything that we ask for with your application.
2. Our grants cannot replace statutory funding/funding available from the government – we expect university students to apply for, and take up, their full student finance entitlement to cover tuition fees. If you are planning to undertake a level 3 or 4 qualification and are eligible for a government Advanced Learner Loan, we cannot make a grant towards your course fees and would expect you to take up the Advanced Learner Loan. We will only consider funding tuition fees where statutory funding/loans are not available and the applicant can provide official evidence that the outstanding tuition fees can be paid by other available scholarships/bursaries.
3. All students studying full-time degree courses need to show evidence that they have lived in Lambeth for at least one year before the course started.
4. There is no *entitlement* to a grant or a repeat grant. All grants are discretionary and awarded on the evidence of need presented at the time of application.
5. We require termly confirmation of continued enrolment at university/college for students who are in receipt of a year-long grant.
6. We require an annual report and tutor reference for students who are in receipt of a multi-year bursary in order to renew their grant for the following academic year.
7. Walcot Foundation reserves the right to withdraw any application if we do not receive prompt responses to queries or reference requests we make at any time.

Grant Application – Documents Required

You will be able to upload the documents at the end of the application form. Alternatively, you can send the documents (copies only – no originals) to Walcot Foundation, 127 Kennington Road, London SE11 6SF or email to grants@walcotfoundation.org.uk. Please note that the maximum size of each file is 5MB.



ID

Confirmation of your identity, such as a copy of your birth certificate, driving licence, passport or similar document.
(NB: Not required if you have had a grant from us within the last three years)



One year residence in Lambeth

Proof of one year's residence in Lambeth, such as a copy of a utility bill, tenancy agreement or an official letter that is at least one year old at the time of application. If you are not living in Lambeth but are in care to Lambeth, please provide a housing office letter or similar on official letterhead confirming that you currently have at least one year's connection to Lambeth.
(NB: Not required if you have had a grant from us within the last three years)



Immigration status

For non-British: please provide proof of Indefinite Leave, Settled Status, Humanitarian or Discretionary Leave to Remain in the UK. If you are an asylum seeker or have Humanitarian/Discretionary Leave to Remain, we require proof that you are actively working on your immigration case (e.g. recent solicitor's letter about your case status).



Proof of Low Income

*If you are under 25 and your parent(s)/carer(s) home is your main address, we need EITHER: **two** recent full months complete bank statements for your parent(s)/carer(s) as proof of their income OR if your household is in receipt of Universal Credit, you can provide **the latest month's** Universal Credit payment notification for your parent(s)/carer(s).*

*If you are over 25 or classified as an independent young person, we need EITHER your full bank statements for the last **two months** for all bank accounts (all current and savings accounts) you own OR if you are in receipt of Universal Credit, you can provide **the latest** Universal Credit payment notification.*



Student Enrolment

For students: proof of enrolment on your course for the current academic year (or, if you have not yet enrolled, official confirmation of your acceptance on to the course or offer letter from the university).



Student Finance

Where applicable, a copy of your Government Student Loan award/refusal letter. If you are applying to us before you have received a Student Finance award, you can forward the award letter on later.



Timetable

For FE students on 3 -12 month courses: Timetable for course to show how many days you are required to be in college.



Childcare

For requests for support with childcare costs, a copy of either a quote or invoice from an OFSTED registered childcare provider with a breakdown of childcare charges. Please note that we do not accept childcare applications where a child is too young to receive 15 hours free childcare from the Government. For FE college students, proof from your college that no childcare grant is awarded.