

CONFIDENTIAL

School Uniform Grant Application form 2019

Important information

Please complete ALL appropriate sections and enclose supporting paperwork. Incomplete applications will not be processed.

- **Only ONE application per household** will be considered. The maximum grant award is £40 per child up to a maximum of £120 per household and will be paid by cheque to the member.
- **There is a limited amount in the fund** and, once exhausted, no further awards can be made. Priority will be given to anyone who has not previously received a School Uniform Grant.

Am I eligible for a School Uniform Grant?

To be considered for a grant, you must not be eligible for a local authority grant and be able to show that you meet the following criteria:

Either

- i. You are in receipt of housing benefit (or the housing element of Universal Credit).

Or

- ii. Your household **net income** is less than £18,000.

*By 'net income' we mean all salary including your partner's after tax, national insurance, superannuation and trade union subscriptions only. Your calculation **should include** any Tax Credits, Universal Credit or child maintenance received. **Do not include** Child Benefit, the childcare element of Working Tax Credit, Disability Living Allowance or Personal Independence Payment.

Also that

- iii. Neither you/your partner have savings in excess of £800 (including rolling bank balance).
- iv. You have not received a grant from us in the last 6 months (excluding Winter Fuel Grant).
- v. You must have **paid a minimum of 4 weeks membership subscriptions before 13 May 2019** to apply.

Where do I send my form to?

Return your completed application form along with all supporting paperwork to:

There for You (SUG),
UNISON Centre,
130 Euston Road,
London NW1 2AY

Is there an application deadline?

Your application must be received no later than **19 July 2019**. Applications will then be processed and decisions communicated over the following weeks.

Data protection

The information on this form will be used to assess your application only and securely destroyed when no longer required.

For more information on how we handle your personal data please email thereforyou@unison.co.uk

Membership details

Membership number*: _____

National Ins No: _____

CASE NO. _____ (office use only)

***Please remember to include your membership number. You can contact UNISON Direct 0800 0 857 857 for your membership number. We cannot process your application without it.**

Personal details

Mr/Mrs/Ms/Miss First name _____ Surname _____

Address _____

Postcode _____

Email** _____ Contact telephone no _____

** If we need to contact you about your application we will usually do so by email so you may want to check your email and junk folders.

Who shares your home with you?

Apart from yourself, please give details of all adults who live in your home

Relationship to you	Age	Are they employed/ in education/benefits/or if 'other' give details	£ weekly income

Now give details of all children under-18 in full-time primary or secondary education

Relationship to you	Age	Relationship to you	Age	Relationship to you	Age

How many children will be returning to full-time school after the summer holidays?

If there have there been any significant changes in the last 12 months to your household income please give details

Eligibility (Tick one box only).

You **must** ensure **all** relevant supporting paperwork* is enclosed with your application form:

EITHER I currently receive housing benefit or the housing element of Universal Credit.

- Payslip (including partner's if applicable)
- Proof that child benefit is paid
- Tax credit award letter showing element given towards childcare costs if appropriate
- Last month's full bank statement(s) for all accounts held showing all transactions
- Proof that housing benefit is paid
- If you were receiving Housing Benefit and have moved onto Universal Credit you will need to send us your full Universal Credit letter as you may still be eligible for a grant.

OR Our net household income is £18,000 or less.

- Payslip (including partner's if applicable)
- Proof that child benefit is paid
- Tax credit award letter showing element given towards childcare costs if appropriate
- Last month's full bank statement(s) for all accounts held showing all transactions

*Please only send copies of your paperwork as originals cannot be returned.

Declaration

I confirm that:

- ✓ The information given truly reflects my/our current financial position
- ✓ I/we do not have more than £800 in savings (including rolling bank balance)
- ✓ I have enclosed all relevant paperwork

I understand that

- ✓ If supporting paperwork is missing, my application will not be assessed and I will be contacted by email.

Signed: _____ Date: _____

Please do not forget to send your bank statements