

Application Guidance Notes

What is The Capstone Care Leavers Trust? (CCLT)

CCLT is a fund managed and administered independently of Capstone Foster Care, which has been set up to provide grants to people aged 17-25 years old that have been in the care of a Local Authority in England or Wales and are in financial need.

What will we give money for?

A grant could be for many uses that will help you move on and progress in life. We will consider grants of up to £3000 in relation to Higher education fees. We expect most grants will fall within the range of £300 to £2000.

Typically, we provide grants for **Further, or Higher Education courses; Training courses**, or items needed for study, such as a **laptop or travel costs to place of study/training; Household furniture and Kitchen appliances** such as **cooker, fridge, freezer, washing machine** and for **basic clothing**. Grants for **Driving lessons** and **Practical Test** will only be accepted if you have already passed the Driving Theory Test and you live in a rural area with poor transport links or, need a full driving license to retain a current job or complete training you have already started.

We can't promise to help everyone who applies, but we will consider your application fairly and without judging you for anything that may have happened in the past, however we are **unlikely to help with daily living costs; holidays; debt; arrears and accommodation deposits**, but all applications that meet the eligibility criteria will be considered.

You can apply for more than one grant and if we can't help, we can signpost you to other charities and organisations that might be able to help you.

Who can apply?

Anyone aged 17–25yrs when applying, who has been looked after at any time, or otherwise supported by the public care system in England or Wales

Information we need

We need to ask you quite a few questions to help us make responsible decisions about how we use CCLT funds and the amount of grant we might give you. Telling us a little about your time in care, and by completing all sections of the application form as fully as you can, with details of your income and benefits, plus the names of two people who are able to confirm your circumstances, (e.g. Support worker, Social Worker, Tutor), it will help The Trustees consider your application more quickly.

Who decides?

Capstone Care Leavers Trust (CCLT) is a charity in England and Wales. As such its Trustees are free to make or refuse grants within its officially registered areas of operation. A refusal is usually made with regret and often with explanation and/or advice. We are prepared to listen if you have got evidence that we have got something wrong. However, the Trustees' decisions, usually communicated through the Manager, are final.

The Trustees may, in exceptional circumstances, award grants that fall outside our usual guidelines

How long will it take?

We aim to give a decision within 4 weeks, but it could take up to 12 weeks, depending on the purpose of the grant and the number of applications received during our application window. You will receive a confirmation email that we have your application and will respond as soon as we possibly can. Your patience is appreciated.

Terms and Conditions

By completing and signing the application form you are confirming that you understand and accept the following terms and conditions:

1. Grants must be spent for the purpose for which they are agreed and for the sole use of the applicant.
2. You are likely to be asked to produce reasonable evidence to show how you have spent the grant
3. You may be asked to help us collect information about how helpful the money was to you
4. Normally grants will be paid directly to the provider of the service, or goods you need. In exceptional circumstances and at the discretion of the Trustees, grants may be paid into your bank account

Please Note:

You should not enter into any agreement for the purchase of goods or services which relies on the payment of a grant, until we have informed you that your application has been successful and an award has been approved, as payments are not generally reimbursed.