**Local Budget Application FOR AGENCY USE ONLY**

***Please note: If you are an individual and think you would benefit from this grant fund, please go to your local advice agency and they can make an application to us on your behalf***

Money Matters Money Advice Centre has secured funding to allow us to provide a vital service to vulnerable clients across Scotland. This fund is to be used for the provision of those in priority need and who are current users of your service. If a client has applied or intending to apply for a Warm Home Discount they are ineligible to apply for an Emergency Fuel Voucher.

*Please note that it is essential that* ***all other available options have been considered before applying to the fund.***

**Eligible items:**

* Home energy efficiency assessments.
* Emergency Utility Credit Vouchers for British Gas and non-customers with pre-payment meter (max £49 for a family and £28 for an individual). **Clients should neither be in receipt of a Warm Home Discount rebate, nor be intending to apply for Warm Home Discount rebate.**
* Energy efficient measures e.g. radiator reflectors, door/window draft excluders, energy efficient light bulbs, emergency LED light bulbs, hot water tank covers, double glazing film.
* Emergency heating sources.
* MAP application fee £90 and Bankruptcy application fee £200 (regardless of the energy supplier and the WHD entitlement)

**Ineligible Spend items:**

* Any award to an individual not being supported in other areas by the organisation.
* Training people to provide energy advice.
* Research.
* Food vouchers.
* Cash payments (including essential travel).
* Boiler repairs/replacements for clients with no heating or condemned boilers.
* One-off payments for assistance with essential travel e.g. to attend benefit entitlement interview at Job Centre Plus.
* Floor coverings (replacement or new).

**Criteria:**

Clients have both severe financial and health needs as follows:

1. Financial crisis: An immediate need for utility credit that cannot be met by any other financial means, which have all been exhausted.

* Low income
* Sudden loss of income / benefits (including delay in processing, new claims, reconsideration, appeal)
* Received an unexpected bill, for a priority debt

*and* 2. Health needs:

* Long-term severe sickness or terminal illness.
* Serious and enduring physical that they are receiving treatment for
* Serious mental health problems (or moderate, at risk of significant exacerbation) that they are receiving treatment.

AGENCY USE ONLY Application to be completed:

**Details of Agencies applying on behalf of your client:**

Contact Name:

Agency Name:

Agency Address:

Contact Number:

Email Address:

Is your agency willing to accept a payment on behalf of your client? Y/N

**Details of client:**

Name:

Address:

Contact Number:

National Insurance Number:

Date of Birth:

Name of energy supplier:

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| *Please provide a brief description of clients need, how much you are applying for and state all relevant alternative funding options that have been explored:* |

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| *Please provide details of clients income including names and amounts of all benefits:* |

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| *Health Condition details:* |
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I Client’s Name. . wish to confirm that I am neither in receipt of a WHD rebate, nor be intending to apply for a WHD rebate…………………………………………………………

(Client’s signature)