

Carers Support (Guildford) Fund

Grant application guidance notes

About the Fund - The Carers Support (Guildford) Fund is part of Guildford Philanthropy and works within the Community Foundation for Surrey, which is an independent charitable trust. Grants are made from an endowment fund originally set up with donations from Carers Support (Guildford) and Guildford Philanthropy.

How to apply? Grant applications need to be supported and submitted by a Carer Adviser or a professional (for example a health visitor, social worker, home school link worker, or housing support officer) who knows your circumstances. They should complete the application form with the carer, and email this to us via grants@cfsurrey.org.uk

We do not accept applications direct from carers – the application must be through an organisation that is providing support and can vouch for the need (for example Action for Carers Surrey, Surrey County Council social care and health teams, NHS older adult and mental health teams, local charitable organisations).

We will review the application and liaise with the referrer if further information is needed. The outcome the application will be shared with the referrer, on behalf of the carer.

What can you apply for? We do not have a maximum grant limit, but to help as many carers as possible we would expect the average grant amount to be approximately £250.

We do not limit the number of applications an individual can make, but preference will always be given to an applicant who has not already received a grant in the financial year (1 April to 31 March).

Grants are available to carers who live in the Borough of Guildford and who are in need, to provide them with a respite from their caring role, or provide a service or equipment that supports them in their caring role.

Grants are not available for duties that are the statutory responsibility of the local authorities.

We prefer to pay successful grant applications by bank transfer so please supply bank details.

Grants for things such as:

- contribution towards respite holidays or breaks
- club membership
- courses
- second-hand computers or other IT equipment
- holiday play schemes
- travel costs for specific activities
- cover for the carer when engaged in a respite activity

These are just examples – other things will be considered but please contact us to check if you are unsure.

Grants are not given for basic items such as food, rent, utility bills, debt, or arrears.

Data Protection

We store the information you give us securely but will use email to circulate your application to the panel members. We will use past applications to help us assess any current applications and will share details of successful applicants with the Community Foundation for Surrey, who will process the grant payments.

We will share summary information about grant applications of £400 and under with Guildford Philanthropy. For applications over £400, we will share the detailed application with Guildford Philanthropy.

End of grant form

In order to help us understand whether a grant has had the intended effect and helped you in your caring role we will ask you to complete a short end of grant form once you have received and spent your grant. Your referee will be able to help you complete this form if necessary.

Requirements of the award

The carer must keep proper records of all the payments they make by keeping all receipts safe and returning them with the monitoring report.