



## **FAMILY ACTION'S EDUCATIONAL GRANTS SERVICE AFFILIATION SCHEME**

### **1. What are the benefits of affiliation?**

Students studying on a further education course at an affiliated organisation may apply to Family Action's Educational Grants programme, between October and June (subject to funds being available), for grants to assist with the additional costs of education such as books, equipment, clothing, travel and laptops/computers.

Affiliates will be provided with two reports a year detailing the number and value of grants made to their students. Report will be issued as follows:

- In May for the period September to April.
- In July for the period September to June.

### **2. Which organisations can apply to become affiliates?**

Organisations able to affiliate to Family Action's Educational Grants Service must:

- Be publicly funded institutions offering further education course (including pre-access and access courses)
- Have email addresses that include the domain name "ac.uk"
- Be able to process grants payments (made by BACS to the affiliated organisation) from Family Action on behalf of their students
- Have student/welfare advisers able to apply for grants on behalf of their students
- Be able to assist Family Action in evaluating educational grants

### **3. How much does affiliation cost?**

Affiliation runs from 1<sup>st</sup> September to 31<sup>st</sup> August each year at a cost of £500 plus VAT (total £600).

### **4. How does my organisation apply to become an affiliate?**

Please email [affiliate@family-action.org.uk](mailto:affiliate@family-action.org.uk) to request an "Affiliation Scheme Application Form".

The application form should be completed, signed by two authorised individuals and sent to: Fiona MacGillivray, Head of Grants, Family Action, 24 Angel Gate, City Road, Islington, London EC1V 2PT together with a purchase order, if required. Alternatively scan both the form and the purchase order and send to [affiliate@family-action.org.uk](mailto:affiliate@family-action.org.uk)

On receipt of the application form we will check eligibility and, as appropriate, issue an invoice.

Affiliation will be "activated" on receipt of payment which will allow access to the on-line application process. We regret we are unable to accept grant applications on behalf of students until the affiliation fee has been received.

**4<sup>th</sup> June 2018**