



OneFamily Foundation Young Person's Education Grant application guidelines.

Includes information about what's eligible for funding and how the grant process works. Please read this carefully before completing your application, to ensure that what you are requesting meets the eligibility criteria.

Basic criteria:

Please ensure that your application meets the basic criteria outlined below:

Young Person's Education Grant applications should:

- Be submitted by a OneFamily customer who is based in the UK.
- Be requesting the grant for a recipient who is aged 15-19, living in the UK and is well known by the applicant.
- Be requesting funding towards specific costs relating to UK based further education, training or work experience undertaken – or due to be undertaken within 12 months of being awarded the grant - by the intended grant recipient.
- Come within the specified grant amount (£500), unless the applicant and/or grant recipient is able to fund the difference themselves without incurring any debt or additional financial hardship.
- Clearly outline why the grant is required, and how this will make a positive difference to the recipient's further education, training or work experience.

Young Person's Education Grant applications should not:

- Be requested if the applicant and/or recipient is easily able to fund the required items themselves.
- Be used towards paying towards costs which are not related to, or not essential to, the grant recipient's further education, training or work experience.
- Be used towards university tuition fees.
- Be used as a contribution towards a larger fundraising appeal.
- Be used towards commercial or profit-making ventures, e.g. setting up a business.
- Be used towards something which could be considered a luxury item, such as a television, smart phone or games console.

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Eligibility criteria:

We assess every application on its individual merits, however each application will need to meet the grant eligibility criteria. Please refer to the table below for examples of what may be eligible for funding (this list is not exhaustive):

Eligible to receive a Young Person's Education Grant	Not eligible to receive a Young Person's Education Grant
Travel expenses, such as an annual bus pass/train ticket to allow the recipient to travel to their place of employment, work placement or study. UK based only.	Travel expenses to cover the cost of travel that is not for the purpose of reaching place of employment or study. Any travel required outside of the UK.
Tools and equipment required by an employer/educational institute in order to be able to complete a role/course.	Tools and equipment that is not required/not essential to the completion of a role/course, or any tools and equipment which can be provided by the employer/educational institute at no cost to the recipient.
Specialist clothing or uniform required by the employer/educational institute in order to be able to complete a role/course.	Clothing not required by the employer/educational institute in order to be able to complete a role/course, general school uniform or clothing which can be provided by the employer/educational institute at no cost to the recipient.
Books/study equipment required in order to be able to complete a role/course.	Books/study equipment not related to the role/course, or books/study equipment which can be provided by the employer/educational institute at no cost to the recipient.
Training course for the purpose of improving skills and/or job prospects.	Training course not for the purpose of improving skills and/or job prospects.
Participation in training sessions/courses to complement recipient's current role/course. UK based only.	Participation in training sessions/course which aren't related to recipient's current role/course, school trips, sessions/courses based outside of the UK.

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What happens next?

Once we have received your application it will be reviewed by the OneFamily Foundation team.

If your application is approved, it will be entered into a computerised draw. The draw takes place at the start of every month to select the grant recipients.

If we need further information before we can make a decision on your application, we will contact you to request this. In some instances, we may require more background as to the circumstances and reasons for requesting the grant, or further clarification as to what is being requested.

If we cannot approve your application then we will contact you to explain why it doesn't meet our eligibility criteria.

The team will aim to get in touch before the end of the month in which you submitted your application.

Please ensure that you provide an email address/telephone number on your application to help us get in contact with you quickly.

The computerised draw:

Once the draw has taken place at the start of the month, we will notify all successful applicants as soon as possible.

If you do not hear from us within 2 weeks of the draw then your application was not selected on that occasion. However, each application will remain in the draw for 4 consecutive months (if not selected as a winner), so you will have up to 4 chances of being selected.

If your application is not selected after having been in the draw for 4 months, then you are very welcome to reapply.

If, for any reason, a grant has not been claimed within 3 months of the draw, we reserve the right to reallocate funds to another applicant.

All grant winners – either the Young Person's Education Grant or the Personal Grant – will not be eligible to apply again for either grant within 12 months.

All the best with your application.

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