

GRANT GIVING POLICY

All Grants are subject to the following conditions:

1. Applications must include:
 - a. a completed application form;
 - b. required documents, dependent on type of grant being applied for (see the Grant Application Form for 'Required Documents' table)
2. We cannot consider incomplete applications. Applications made which do not include the required documents will be considered incomplete and will be rejected.
3. Grants (apart from Bereavement and Bone Marrow Transplant/Gene Therapy) are awarded in consideration of household income and savings. To qualify for a grant, you must be either:
 - a. on a low income from working
 - b. receiving benefits (*Please note: if you are receiving benefits, you must send us a copy of your most recent benefit entitlement, which can be a letter or screenshot*)

Unfortunately, we are unable to provide a grant if you have a significant level of household income, savings or capital. We will assess grant requests for support on an individual basis.

4. The maximum amount any one family may receive in grants over a twelve-month period is £1,000 unless agreed by the Trustee Board for exceptional circumstances.
5. The decision to approve or reject a Grant request is final.
6. Complete Grant applications will be considered by Alex TLC and processed within 21 days.
7. Successful applicants will be sent a short survey to complete following receipt of the grant to gather feedback on its use and impact. This information will be used anonymously to promote and develop the Alex TLC grants programme.
8. Grant applicants' details will automatically be added to our database. If you wish to opt out of receiving communications from us, please contact us.

Additional documents will be required, and conditions will need to be met dependent on Grant type. Please see below for further requirements and conditions.

DATA PROTECTION

Information provided to Alex TLC through a Grant Application form will be kept secure and will not be shared with third parties, in accordance with our [Privacy Policy](#).

BEREAVEMENT

A copy of the death certificate stating genetic leukodystrophy as cause of death or contributory factor is required in order to qualify for this grant. The family can choose how they would like to use the grant. Maximum grant £300.00, payable to the family.

BONE MARROW TRANSPLANT/GENE THERAPY

A copy of a letter from the Consultant confirming that a Bone Marrow Transplant is being undertaken in order to treat a genetic leukodystrophy. This is intended to help with any extra expense connected to having BMT for a genetic leukodystrophy and is subject to Alex TLC Grant giving policy. Maximum grant £300.00, payable to family.

CARE

We can provide a grant for care when it is not available through social services or through NHS funded care. **Please note we only pay direct to the provider/supplier and do not pay retrospectively, with no exceptions.**

COUNSELLING

This grant is intended to help individuals affected by Leukodystrophy and their family members access counselling where alternative options through your GP or the Alex TLC Counselling Service are not viable. The counselling grant will be for 8 sessions of individual counselling. You will need to choose your counsellor provider and obtain a quote before applying for this grant. Alex TLC can help individuals source a counsellor and attend a preliminary meeting with the counsellor to provide them with information about Leukodystrophies. Each application will be assessed on an individual basis against set funding criteria. **Please note the upper cost limit per session is £95, we only pay direct to the provider/supplier and do not pay retrospectively.**

EQUIPMENT

Grants can only be given for equipment due to a disability need and will not be given for other items unless they are specifically modified for a disability caused by a genetic leukodystrophy. Grants will not be paid for general repairs/maintenance for vehicles unless they are essential for mobility where public transport cannot be accessed, this must be confirmed in writing by a medical professional.

We require an Invoice/estimate for goods before they are ordered, and we will confirm in writing the amount we will pay either towards the equipment or the full amount. We take no responsibility for items purchased and they must be purchased under the recommendation/guidance of a medical professional. Any request for equipment will only be considered on production of a letter from a medical professional confirming benefit and that this item is not available on the NHS or via Social Services. **Please note we only pay direct to the provider/supplier and do not pay retrospectively, with no exceptions.**

TREATMENT

We require an invoice/estimate for treatment needs plus letter from medical professional confirming benefit and that this treatment is not available on the NHS or that the NHS waiting list is excessive. Grants can only be given for treatments not accessible on the NHS or where the waiting list is

considered excessive, as confirmed by a medical professional. **Please note we only pay direct to the provider/supplier and do not pay retrospectively, with no exceptions.**

OVERSEAS GRANTS

We are happy to consider grants from individuals outside of the UK. We will assess applications on an individual basis as we appreciate that different countries have variable health and support infrastructures and cost of living. As with UK grants, we will require bank statements and proof of income and outgoings alongside other required evidence. **Please note we only pay direct to the provider/supplier and do not pay retrospectively, with no exceptions.**

FINANCIAL HARDSHIP

We will assess grant requests for support with financial hardship on an individual basis. We require copies of all bank statements and evidence that help has been sought through statutory Government agencies/other charities previously for your application to be considered. **Please note we cannot provide financial support with re-payments of credit card debts.**

OTHER GRANT REQUESTS

We are happy to consider any other grant requests that have direct relation to the care of an individual with a Leukodystrophy. Please contact us for further information info@alextilc.org

REQUIRED DOCUMENTS

Please see our Grant Giving Application form for information regarding which documents are required to support your application.