

THE PRISONER FUNDER **Directory** **2011/12**



**A guide for prisoners and ex-offenders
seeking funding support for personal
development and resettlement purposes**

THIS DIRECTORY IS:

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Ten printed copies of the Prisoner Funder Directory 2011/12 have been sent to every prison in the UK; two to the Librarian, one to the Head of Learning and Skills, one to the Education Department, one to the Chaplaincy, one to CIAS, one to the Offender Management Unit, one to the Insiders/Peer Support Workers and two to the Visitor's Centre.

To access the directory online, google Prisoner Funder Directory and click on the link.

Cover photos left to right:

- 1) A prisoner embraces his wife who is on a visit, HMP Kingston*
- 2) Cell doors over two floors on E wing, HMP Wandsworth*
- 3) A prisoner doing written work during a lesson, HMP The Mount*

DEDICATION

I would like to honour the memory of two people whom I was fortunate to know, who worked steadfastly during the latter part of their lives to improve opportunities for prisoners seeking to equip themselves to live fulfilling and law abiding lives upon release.

They are:

Guy Armstrong born 1918, died 2002

The Founder, The Hardman Trust

Keith (Toby) Bromley born 1912, died 2003

The Settlor, The Bromley Trust

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DIRECTORY SPONSORS

MAIN SPONSOR

THE · BROMLEY · TRUST

In 1989 Toby Bromley set up the Bromley Trust which he termed 'the most important work of my life' committed to 'offset man's inhumanity to man'. He endowed the Bromley Trust with much of his fortune, built up by a life-time of shrewd commerce and investment. The Bromley Trust continues to support charities concerned with Human Rights, Prison Reform, and Conservation and Sustainability.

OTHER KIND DONOR

The Beatrice Laing Trust

This Funder Directory itself relies entirely on voluntary and community sector funding. Though the Prisoner Funder Directory Project is kindly hosted by the Hardman Trust no funds for this project are available from the Hardman Trust. Fundraising, production, publication and distribution are now the responsibility of the PFD Project Management Group.

If you would like to help pay for the production of next year's Prisoner Funder Directory, please issue cheque to 'The Hardman Trust' and send with a covering note specifying that the money is to be used for the PFD to:

**Ian Wilson
Co-ordinator,
The PFD Project
c/o The Hardman Trust
PO Box 108
Newport
Isle of Wight
PO30 1YN**

Any donation, however small, will be gratefully received and acknowledged.

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Once again the production and distribution of the Prisoner Funder Directory has been made possible as a result of the generous efforts of so many people. I would like to thank:

Teresa and her Trustees at the Bromley Trust, for backing the directory project from the beginning and for continuing to support it; the Trustees of the other donor organisations who agreed to provide the necessary funding for this edition of the PFD; Pat, Kate, and Teresa who as members of the PFD Management Group, have given their time and expertise to create a strategic plan for the PFD project and have offered access to new networks that may help in the funding, distribution and promotion of the directory; the Trustees of the Hardman Trust for agreeing to host the directory project; Ian of NOMS for offering a foreword to this edition; Sibylle of NOMS for her timely advice on a number of important issues; Directors, Administrators and front line staff at all the organizations who took the trouble to provide accurate and current information on the material support they provide; Peter at the Royal London Society and representatives of other organisations that attend the Prisoner Funder Forum for their very helpful input; Paul, John and Tom who kindly contributed by offering their views, based directly upon their experiences, on how to make the best use of time inside so as to be well prepared for life back in the community; Sue, our Jobcentre Plus Prison Surgery Advisor contact, for checking the Jobcentre Plus entries for accuracy; Pat at PET and Sven and Scott from the Buck Project for providing information on Higher Education funding in England; Lee from the St Giles Trust for providing a new section on Finding Accommodation for People Leaving Prison which has been included as it clearly has a financial aspect to it, Sibylle and Nina of NOMS for checking the 'Prisoners' Money' and Financial Support provided by the Prison Service in England and Wales sections; Laurie at PRIME for giving permission to reproduce a piece on funding for those aiming to start up a small business; HMPS Internal Communications for again arranging to have the directory sent by global email to governing governors; Philip at National Probation Service for again uploading the directory onto the NPS intranet; Andrew of Andrew Aitchison Photography who provided such excellent photos and granted permission for them to be used; Keith for helping to select the photos for this edition; David at Wolf Design and the team at Ludo Press who worked together to make this an attractive publication; Lee and his team of volunteers at Haven Distribution who on a Saturday packed and posted copies of the directory to all the prisons in the UK; Chris at Pathways for his insightful suggestions on where to place the directories within prisons and how to draw attention to them; each of the prisoners and staff members, who will know who they are, who took the trouble to write in with their very helpful comments and feedback.

I would also like to thank Sue for the hours she spent proof-reading the text and Don, John and Andy for their general encouragement.

Ian Wilson
15th September 2011



FOREWORD BY IAN PORÉE
DIRECTOR OF COMMISSIONING &
COMMERCIAL NATIONAL OFFENDER
MANAGEMENT SERVICE

I am delighted to have been asked to provide an introduction for the 2011 edition of the Prisoner Funder Directory. Staff in prisons and probation work very hard with offenders to encourage them to use their time in custody to prepare for their release back into the community through education and work experience. Many prisoners rise to the challenge and are determined to use their time in prison to best effect and to make a fresh start on release.

Often prisoners can be helped with a relatively small amount of money to get started. The money may be needed to enable the offender to access training, to set up as self-employed, to buy tools and clothing to start work or to develop healthy lifestyle choices. Sometimes there are grants that can be accessed but without the generosity and understanding of the many charities listed in this directory, many prisoners' plans would fail to be put into practice.

The complexity of the potential sources has meant that prisoners and the staff that work with them have become dependent on the Prisoner Funder Directory for the information they need. The clarity and comprehensiveness of the information and the regularity of the updates mean that the directory is heavily used.

I am very grateful to the staff of the Hardman Trust and other organisations who have produced this directory, to the Bromley Trust and other donors who have made it possible, and to all the funders it lists, for supporting prisoners who are determined to make a fresh start.

A handwritten signature in black ink, appearing to read 'Ian Porée', written in a cursive style.

THE CONTEXT

Getting funding support is not easy. It is especially difficult for those who are in prison. The Prisoner Funder Directory (PFD) aims to meet the need of prisoners and ex-offenders for accurate, up to date information on the funding available to those who are seeking to rebuild their lives and to contribute in a productive way to their home communities as part of an effective resettlement.

This is a guide primarily for prisoners. However, many of the organisations included will also provide grant or loan aid to a wider group of applicants which may include those serving sentences in the community, ex-offenders and the families of prisoners and ex-offenders.

It was again good to hear from prisoners, prison librarians, probation officers, information, advice and guidance co-ordinators and others. May I assure you your comments and suggestions continue to be very much appreciated and please do continue to write in offering your observations. I would be particularly keen to hear of any funding organisations that have provided you with a grant or loan but do not appear in this directory, so that I can contact them and see if it is possible to encourage their inclusion in the next edition.

A number of you have offered to do what you can to raise awareness of the existence of the PFD in your prison. I am grateful to you for your efforts in promoting it. This year five directories and five publicity posters have been sent to your prison. Please help spread the word that copies are available in your library and education departments.

If you would like to contact me write to:

**Ian Wilson, Co-ordinator, PFD Project c/o The Hardman Trust,
PO Box 108, Newport, Isle of Wight, PO30 1YN**

or, if you have access to the Internet, email

info@hardmantrust.org.uk

THE VALUE OF USING TIME INSIDE AS PRODUCTIVELY AS POSSIBLE

The course that I have been studying this year, Death, Dying and Bereavement, has been very challenging as the subject deals with some very sensitive issues, but I have persevered and am due to sit my end of year exam in June.

Being able to sit in my cell each night and take myself away from all the chaos of prison life and concentrate on something that is so different from anything else available in the prison system makes me feel very good about myself. What I have found is that I have got a lot more out of studying with the Open University than I could ever have imagined. It has helped me to settle into the prison routine and find a real purpose in life, as before I started to study I was all over the place with my thinking and had a real issue with pretty much everything in prison. But studying has given me a real calmness around all the things that used to really cause me to react in a negative way and I am really thankful at being given the opportunity to improve my life the way I feel I have.

I am now at a stage in my sentence where the prison system is going to consider me for re-categorisation to category D which is yet another bonus that I have gained through my continual studying. So I just wanted to let the Education Trust know how much I really appreciate being given the chance to improve my life through education, as I am sure that without this to open my eyes I would still be struggling with the ins and outs of prison life.

I want to let you know that I fully intend to complete my degree and go on to use the skills that I am learning about to get a career in the Healthcare sector, which could only ever be a possibility thanks to the encouragement originally given to me the day the Prison Education Trust approved my application to funding.

Paul.

My background as an ex-prisoner is not the 'norm'. I was brought up in a middle class family where I had a childhood wanting for nothing. I fell into a job and worked my way up but despite the apparent success my life, in retrospect, was a failure. I had two children whom I loved but failed to spend any real 'quality time' with and a partner who although sharing a roof we lived separate lives. Then an associate was arrested with a firearm and without a second thought for my family I decided to provide a false alibi; a decision that would change my life forever. The conspiracy collapsed and I was arrested and convicted of 'conspiracy to pervert the course of justice'. I pleaded guilty and received a 4 year prison sentence.

My mother always said that health and happiness are two things money cannot buy; I now realised freedom is another. All too often we forget the luxury of freedom which we take for granted on a day by day basis. An old adage states that only when something is taken

away from you do you actually miss it. The ability to open or close the door that imprisoned me was certainly a freedom I missed. For the first month prison proved to be a real shock to me. I stared at the door willing it to open but perhaps the biggest shock was those people I was surrounded by. For those people who have not had the misfortune of a stay at Her Majesty's Pleasure the stereotypical views of hardened thugs devoid of any remorse is something that could not be further from the truth. People have fear in their eyes not due to their current predicament but instead for the future. One sad reflection of this is the huge drug problem that lies under the surface of most establishments. Heroin is the drug of choice simply because it numbs life's pains. It did not take long for me to realise that I would need a plan to mentally survive. Too many times I would be confronted with a vacant stare of an inmate intoxicated on the effects of an opiate; I had made one mistake and there was no chance I was going to make another. As part of my induction to the penal system I was 'invited' to do a basic assessment for numerics and literacy. Looking around I felt confident I would excel yet I failed to come top of the class as some inmates had done the test so many times they had memorised the answers. Surrounded by habitual reoffending, fear for the future and drugs I realised that the key to escape it all was to release my mind, if not my body, through higher education.

I sent an internal letter to the education department stating I wished to do a degree via the Open University. I waited and waited but received no reply. Not to be put off and fully aware there were another 1,600 prisoners in the same establishment I sent another letter and another. Finally it was answered and I was advised by a tutor to write a letter to the Prisoner Education Trust. I detailed my life and requested funding to do developmental psychology but due to my prison conviction and the improbability to find employment in this field I was initially turned down. The reply advised me to rethink my options and apply again. By now 6 months had passed but I never gave up. I reapplied and was successful. I will never forget the moment a member of staff informed me that I was to be enrolled on the next Open University course for Social Sciences. Although a 'Level 1' course, I knew this was a way to prove both to myself, and my family, that I was serious. Now I knew I had a way forward; one that encompassed hope not fears.

I suppose that is the main point I want to express. Please believe me when I explain the impact of the opportunity to complete these courses has on prisoners' lives; both inside institutions and outside once released. I have seen the look of trepidation not because it gives you favour during your sentence but because it really gives you the possibility of a new life. This impacts not only on the individual but on the partner and children – it really does changes lives for the better.

Graham.

PRISONERS' MONEY

(Please Note: This is accurate for England and Wales but different rules may apply for prisoners in Scotland and Northern Ireland)

Outside Accounts

Nothing happens to the prisoner's outside bank account as a direct consequence of being given a custodial sentence, unless the offender is subject to a confiscation order, in which case any bank accounts are 'frozen' from the onset of the investigation.

If there is a likelihood of the prisoner being able to meet outstanding commitments whilst in prison by means of money already in his or her account, there is no legal requirement for him or her to contact the bank notifying them of their position. If there are direct debits or standing orders set up that cannot be met, the offender should notify the bank as soon as possible in order to avoid incurring unnecessary debt. If the prisoner does not have an outside bank account and wishes to open one whilst in prison there are a number of obstacles, which currently at least in some circumstances may be impossible for the prisoner to overcome. If you are viewing this directory online, to see some of the ways it is possible for a prisoner to open an outside bank account pre-release, simply click 'here' to be taken to the review of a project at HMP Forest Bank, published by John Moores University, Liverpool. Negotiations between NOMS and the banks are nearing completion and should lead to an agreed procedure for prisoners wishing to open bank accounts whilst in custody. Also see the UNLOCK entry.

Prison Accounts

In Reception, any money an offender possesses upon arriving at the prison is counted in front of the prisoner and agreed, logged and signed for by the prisoner. It is then sent immediately to the cashier. An advance will be issued to those offenders who arrive with insufficient funds to purchase the induction pack which includes either a smoker's or non smoker's pack and a pin number with credit on enabling calls to be made immediately. He/she is expected to pay the advance back. The pay back may be set at for example, 50p a week.

There are two types of account which are opened automatically upon a new prisoner's arrival:

- spending account
- private cash account

All wages go into the prisoner's spending account. In addition a specific amount of money, dependant on the offender's IEP status (Enhanced, Standard or Basic) can be transferred from the private cash account to the spending account on a weekly basis in time for the generation of the prisoner's 'canteen sheet'. Friends and relatives can send money in to the prisoner. It will be placed in the private cash account. There is no limit as to how much money can be held in the private account. However, it is recommended that once the sum reaches £500 or over it should be sent to an outside bank if possible. For more information on IEPs Incentives and the Earned Privilege Scheme) see www.prisonersadvice.org.uk/info/infoinecent.html

When a prisoner is transferred to another establishment, there is an electronic transfer of the prisoner's money overnight and this is followed by paper confirmation. Prisoners do not always get transferred immediately to the prison assigned. They are sometimes placed in another holding prison for a few days or even weeks. In both cases the prisoner's money immediately follows the prisoner i.e. to the holding prison.

In general, statements of accounts are not automatically generated. Any request for a print-out can be made on a general application form and may be subject to a small charge such as 10p.

The private cash and spending accounts are emptied the day before release and if the prisoner wants the funds to be presented as cash, the cash is placed in the safe overnight. It is counted and signed for by the prisoner when it is handed to him or her on the day of release. Amounts over £100 will be presented in cheque form unless the prisoner requests cash. This request must be made in advance of the day of release.

Income

The weekly allowance for a prisoner without a job is £2.50 on the condition that purposeful activity is not refused. If employed, the minimum employment rate is £4.00. However, the level of the wage above this amount is entirely dependant on the local policy of the prison. The amount earned is often below £10 per week.

Prisons have varying degrees of flexibility with regard to the outside contracts that they undertake. It may be that prisoners employed within a workshop may be able to access the enhanced rate of pay within such workshops. However the maximum payable will not exceed the set thresholds which are regulated by tax legislation and the constraints that this enforces on the prison estate in general.

In an open prison, paid work can be undertaken in the community during the resettlement period of a sentence to the maximum of one year. From 26th September 2011 The Prisoners' Earning Act 1996 legislation will come into force and prisoners who are undertaking paid work in the community will be subject to a levy on their earnings of 40% which will go to Victims Support.

A Personal View of a Prisoner with much Experience of Peer Support

Some prisoners do manage to save; others do not. Clearly each offender's rehabilitative needs are different and should ideally be addressed individually. If an offender is encouraged to take personal responsibility for future plans then there is more chance that he or she will address the issues surrounding shortage of money in a pragmatic and realistic manner.

Financial Capability Training

The National Institute of Adult Continuing Education (NIACE) has produced a free resource entitled, 'Let's talk about money' which comprises basic information that will help people including prisoners, improve their money management skills. It can be downloaded from www.letstalkaboutmoney.org.uk

Many prisons provide some form of financial capability training which may be incorporated into life skills courses.

HOW TO RESEARCH FUNDING FOR PERSONAL DEVELOPMENT AND RESETTLEMENT PURPOSES

Think long and hard about 'the need' to be addressed and the essential resources required. As one prisoner who has been successful in securing funding says, '...it is important to be sure about what you want to pursue and be absolutely committed to following it through... Once you have identified what you want to do, discuss it with people you know who will give you straight answers and make sure it's realistic in your circumstances.'

Given you are still interested in trying to get a grant or a loan, here are some pointers that may increase your chances of success.

1

To begin with have a look at the financial support given through the Prison Service for resettlement purposes so that you are aware of the help that may be available particularly at the point at which you are released.

2

If you are considering becoming self-employed, or aiming to attend a course at an external college whilst still in prison, or undertaking graduate studies, or looking for a way to ensure you have accommodation post release, there is some general information in Section 2 connected with finding funding support that may help you.

3

Grant and Loan makers in the Voluntary Sector will expect that you have first tried to satisfy your requirements for funding from State provision. Information on some of the main Statutory Funding Schemes is given in Section 3.

4

By following the advice given at the beginning of Section 4 you should be better able to select organizations that might be able to give you some funding and approach them in the right way.

The voluntary sector funding schemes are arranged in sub-sections according to their geographical scope. A prisoner in Scotland, for example, need only look under United Kingdom or Scotland, as those schemes listed elsewhere in Section 4 will not cover prisoners in Scotland.

5

You may also find it helpful to approach organisations listed in Section 5 'Organisations that Provide Information or Advice on a Range of Money Matters'.

6

If you wish to do some additional research to see if you can find support from a charity not listed in this directory, you will find in Section 6 pointers to other funding directories, funder databases and some other funding sources.

7

If you are also working from some other directories and lists in circulation, look at the table provided in Section 7, to check whether any of the organizations that you have selected have stated that they do not make grants to individual prisoners.

FINANCIAL SUPPORT GIVEN THROUGH THE PRISON SERVICE FOR RESETTLEMENT PURPOSES

(Please note: This section applies to prisoners in England and Wales. There is likely to be different provision elsewhere).

Travel Warrants

If you have not made arrangements to be collected by family or friends, the prison may issue you with a travel warrant on the day of your release. A travel warrant is a kind of voucher or promise to pay for travel from, for example, the station nearest to your prison to the station nearest to your home. The prison may also provide transport from the establishment to the nearest station, if you have difficulty (e.g. a disability) in getting to the nearest station.

Discharge Grant

Provided you are aged 18 or over and serving a custodial sentence and in custody for more than 14 days, you may be eligible for a discharge grant of £46.00. This money is meant to help pay for necessary living expenses in the period immediately after release and, if you are unemployed, before you receive the first benefit payment. A relatively small number of prisoners will have accrued any significant savings whilst in prison and were it not for the discharge grant many would leave prison with little or no money. In practice, the sum, though certainly helpful, is rarely adequate to cover this period. See social fund loans and grants in Section 3 of this directory to find out what other funding may be available. See also Section 4.

Discretionary Accommodation Grant

It is to be hoped that a prisoner upon release will have suitable accommodation already arranged. If it can be established that you will be leaving with no fixed address (NFA) you can apply for a grant that will help towards the cost of accommodation on release. Forms will be issued to you to complete before your release. The grant is provided at the Governor's discretion and is always paid directly to the housing provider. It can be up to £50 in value. It cannot be paid to a friend or relative. See also the entries for 'Crisis SmartMove' in the directory for other help that may be available through rent deposit schemes.

Provision of Clothing from the Prison Clothing Store

There may be various reasons why prisoners do not have suitable clothing for release. For example, the prisoner may have entered prison in the summer wearing light clothing and be released during a particularly cold part of the winter. Alternatively, over the period spent in prison, the prisoner may have gained or lost weight such that his or her original clothing no longer fits. Some prisons will have, generally in Reception, a clothing store and if you find that you do not have suitable clothing for release, you can apply to this store.

FOR THOSE AIMING TO BECOME SELF-EMPLOYED POST-RELEASE

“96 per cent of those surveyed believe that small businesses remain vital to their towns and cities.”

Association of Chartered Certified Accountants (ACCA)

There is much to consider before deciding to commit time and energy to become self-employed.

The organisation NIACE has produced a resource entitled, “Let’s Talk about Self Employment” which can be accessed by visiting the following web page: www.letstalkaboutselfemployment.org.uk

You may be able to tap into support to develop your business idea whilst still in prison. Examples of business course providers include:

www.learnirect.co.uk	Tel: 0800 101 901
www.icelearn.co.uk	Tel: 0800 056 3983
www.uk-open-learning.com	Tel: 0800 043 4288
www.stonebridge.uk.com	Tel: 0845 230 6880

Some education departments offer accredited business courses that it may be useful to attend.

The organisations listed in this directory that may be able to provide certain ex-offenders with assistance with business startup are:

Fredericks Foundation (for people including ex-offenders who wish to start up a business in Surrey, Sussex, Hampshire, Isle of Wight, Kent, Berkshire, Buckinghamshire, Milton Keynes, Oxfordshire, Wiltshire, Gloucestershire, Dorset, Devon and Somerset.)

Henry James Riddleston Charity of Leicester (for people who wish to start a business in Leicestershire)

Northern Pinetree Trust (for people in the Northeast)

Sir Thomas White Loan Charity (for people who wish to start a business in Leicestershire or Rutland)

Startup (for women over 30, in England)

WHERE CAN I FIND A GRANT?

“Local Business Links are usually a good source of information about any publicly-funded grants currently on offer in your neighbourhood. For example, grants are sometimes available for doing up premises or improving shop displays, particularly in regeneration areas. The geographic area in which such grants are available is often very precisely defined.

If you are involved in the agricultural sector or certain types of rural business a complex system of financial incentives and schemes apply. This is the most heavily grant-aided part of the economy, but as usual strings are attached and finding your way to the money can be difficult. The best place to start is Defra itself.

Internet search sites can help find a wide range of public, private and charitable initiatives. Apart from Google, there are some specialised funding search sites you can try.

Grantnet is one of three similar services for finding UK grants online. They provide a basic service free, and often have contracts with local authorities or regional development agencies to provide an enhanced service in a particular area.

www.grantnet.com

www.grantsnet.co.uk - a rival service despite similar name

www.j4b.co.uk

Be cautious about web sites (or firms) that say there is a myriad of unclaimed government grants out there and that then offer to find you one for a fee. Don't pay until they get you the money!

In the UK the key source of revenue for businesses is overwhelmingly customers, during the start-up period as well as later. This after all is what distinguishes a business from a charity or public sector body. Businesses requiring more money to get going than early customers, friends, family and the entrepreneurs' own resources can provide have two other options.

They can seek a business loan from a bank or quasi-bank institution, or find an investor willing to put money into the business, usually in return for an equity stake.

Chasing for unlikely grants can be a distraction from putting together a strong offering that will prompt customers to voluntarily hand over money to you in return for your product or service.

Note also that your early customers will bring not just money when you most need it, but quite possibly also valuable information you can use to help guide your business. This feedback from real paying customers is something officials at a government agency or grant-giving charitable trust will be hard-pressed to match."

*Extract from an article 'Where can I find a grant?' reproduced by kind permission of **Prime**. If you are viewing this online, simply click the following title to be taken straight to the article: [Business grants - myth and reality in 2008](#)*



*Working in the prison kitchen.
HMP Aylesbury*

FOR THOSE AIMING TO ATTEND A COURSE AT AN EXTERNAL COLLEGE, WHILST STILL IN PRISON

Cat D Prisoners in England can contact the Careers Information Advice Service (CIAS) or Education Department or any resettlement agencies or staff available in their prison to find out more about further education college courses available locally. The new national adult careers advice service, called Next Step, will also provide advice: telephone 0800 100 900 or use their online services in a local library on <http://nextstep.direct.gov.uk>

As well as course advice and career planning help, Next Step services include assistance to build a CV, create an online learning account and store details of your qualifications, skills, and action plans.

Anyone under 25, including prisoners or ex-offenders, should be eligible for free access to a first level 2 and/or a first level 3 qualification if they have not already achieved either of these. Those who are over 25 will have to apply to their local college for a fee waiver for a level 2 or level 3 course. Ex-offenders may be a priority group, so it is worth applying, but arrangements will differ for each college.

To give an idea of what can be funded in this way, prisoners from one open prison have over the last two academic years attended 'Access' courses and courses in construction, hairdressing, IT, electrics, plumbing, mechanics, floor and wall tiling, gym instructor training and catering. All of these have been fully funded by the LSC through the external education provider. The only costs have been for protective clothing, books and other relevant equipment. Courses not fully funded include Health and Safety, First Aid, Basic Food Hygiene and PAT testing. These are courses an employer would be expected to provide and pay for.

The contact in most **Scottish prisons** for finding out more about this type of funding will be a staff member in the Learning Centre. If you are in one of the two open prisons, the person to contact will be your Learning, Skills and Employability Co-ordinator.

Prisoners in Scotland who are engaged in some form of education may open an Individual Learning Account (ILA). For anyone in Scotland over the age of 16, earning under £22,000 pa and who registers, up to £200 will automatically be placed in their ILA for payment of any course from an approved learning provider. Those who are eligible to enrol on a part time HNC/HND or degree course will have up to £500 placed in their account for the purpose of paying the course fees. Those seeking to engage in full time studies may apply to the Student Award Agency for Scotland (SAAS).

It is hoped that information can be included on specific statutory provision for prisoners in **Wales and Northern Ireland** in the 2012 edition of this Directory. In the meantime if you are a prisoner in Wales or Northern Ireland it may be worth speaking to the person who provides some form of Careers Advice or to someone in your Education Department to find what available courses may meet your needs and how these might be funded.

FOR THOSE AIMING TO UNDERTAKE HIGHER EDUCATION

Prisoners Student Finance Information

The Buck Project is a prison-based peer mentoring programme which engages prisoners in developing an individual progression plan linked to vocational, further or higher education. A key issue which regularly is discussed is that of finding appropriate course funding through Student Finance. This article deals with the facts concerning prisoner eligibility when applying for student finance.

Please be aware that the information below is accurate based on the information available in August 2011. As has been noted in the general advice that follows within this section, there may be a number of significant changes to the way student finance is provided during 2012/13.

A student who is a prisoner when applying for student finance for a full time course, would be eligible to apply for the loan for tuition fees, which would be paid directly to the university or college concerned. In addition to this the student would also be eligible to apply for the Disabled Students Allowance, which is a non repayable grant to cover any additional course related costs incurred as a result of a disability or specific learning difficulty. This information is confirmed in point 11 of the 2010/11 Assessing Eligibility Guidance Chapter, which is available at the following link: http://practitioners.studentfinanceengland.co.uk/portal/page?_pageid=133,4210372&_dad=portal&_schema=PORTAL

The remainder of the support package (Maintenance/Special Support Grant, Maintenance Loan, Parents Learning Allowance, Childcare Grant and Adult Dependents Grant) is not available to any student who is a prisoner for the whole academic year. If a student becomes a prisoner part way through an academic year, any of these supports that have already been received will be pro-rata'd so that they do not receive any support whilst they are a serving prisoner.

Student Finance England do have the discretion to allow funding to remain in place in some situations, but these will be looked at on a case by case basis and only situations where a student would be in financial hardship by repaying any amount they had been overpaid would be considered. Students studying part time or distance learning courses are eligible to apply for the part time or distance learning support package, up to the maximum amount available, if during any academic year they either become a prisoner or cease to be a prisoner part way through the year. In any academic year where a student is a prisoner for the entirety of the year, they will not be eligible to apply for the part time or distance learning support package at all. This is confirmed in points 32 and 74 of 2010/11 Grants for Part Time Students Guidance Chapter that is also available through the above link.

This is all in accordance with the Education (Student Support) Regulations 2009 (as amended), regulations 38 (9) and (10), 67 (5), 68 (6), 106 (8), 112 (9), 116 (3) (e) and (5), and 133 (3) (e) and (4)

by Scott Canam & Sven De Caeter
The Buck Project – www.buckproject.org

In England, funding for higher education is changing for all students from September 2012 onwards. New fee levels are being introduced, allowing universities to charge up to £9,000 a year for tuition. Student loans are available to cover these fees, for both full-time and part-time students, and all universities will also have a scholarships or bursaries programme to help specific students. Students must also cover their own maintenance costs, although for low income students, maintenance grants are still available. For more information about the new arrangements, go to <http://studentfinance-yourfuture.direct.gov.uk>

At the time of going to print, it is not yet known how this will affect prisoners whilst they are still serving sentences. The arrangements for ex-offenders will be the same as for other students, with greater availability of student loans and some fee waiver and scholarship arrangements.

Prisoners may still apply for Open University courses to be studied inside prison until April 2012. Applications to begin Open University study should be made via the Prisoners Education Trust (see page 75). Application forms should be available via the CIAS staff or education staff.

At present, Cat D prisoners eligible for movement outside the prison may apply for university courses, and unless they can self-fund, they will need to apply for a student loan to cover tuition costs. PSI 2010-33 has more details about the procedure. A copy of PSI 2010-33 should be available in each prison library.

If you live in England and wish to study at one of the colleges or universities in England, see also the Student Loans Company entries in Section 3.

Information about student loans and repayment levels, grants, scholarships and other provision are available on <http://studentfinance-yourfuture.direct.gov.uk>

There is a lot of information available on student finance. “**How to get financial help as a student**”, is a very helpful guide produced by Student Finance England, though look carefully to see whether the edition available at the time you go online or ring to request a copy, covers 2012. It can be ordered by ringing the freephone number 0845 602 8032. The guide can be downloaded immediately by googling its title and then clicking on the pdf link.

For information on bursaries visit: <http://bursarymap.direct.gov.uk>

Further information on student finance can be found at: www.studentfinance.direct.gov.uk

Student Cash Point is a FREE website that includes information and advice on thousands of funding opportunities available to help students such as yourself across the UK. This means free money to help you with both college and university costs - from book and course fees to accommodation and more! Visit www.studentcashpoint.co.uk

If you live in Wales, Scotland or Northern Ireland, the name of the grant or loan and the eligibility criteria may be slightly different. You should find further information on the grants and loans on offer in these countries at:

Wales

www.studentfinancewales.co.uk

www.cyllidmyfyrwycymru.co.uk

Tel: 0845 602 8845 (open 8am – 8pm Monday to Friday and 9am – 1pm on Saturday, local call rates apply).

Scotland

www.saas.gov.uk

Northern Ireland

www.studentfinanceni.co.uk

Tel: 0845 600 0662 (open Monday to Friday from 8am – 8pm and between 9am – 5.30pm Saturday and Sunday, local call rates apply)

FOR THOSE AIMING TO FIND ACCOMMODATION ON LEAVING PRISON

Day Centres and prison housing teams use a very helpful website run by Homeless UK to access information about hostels/support accommodation across the country. <http://www.homelessuk.org>. This is a very good resource for accommodation and also to find out information on day centres, Citizen Advice Bureaux (CABs) and law centres. The website gives the user information about what is available in which borough/county, how to make referrals, the criteria of the hostels and which type of offences will exclude people from applying to various accommodation, etc. You can type in the borough in the search engine on this website and it will give you what is available. Some boroughs have more service provisions available than others.

Homeless applications to the local authority

People leaving prison who are vulnerable due to old age or who have physical/mental health issues can approach the local authority Homeless Persons Unit (HPU)/Housing Options. If the local authority has reason to believe that the applicant may be eligible and in priority need they have a duty to provide interim accommodation until a decision is made and the client is notified otherwise.

Applicants approaching their HPU must be able to demonstrate that they must jump the following three hurdles to be eligible for assistance: an immigration test, that they have no accommodation that they can return to and more crucially prove that they are in 'priority need' of accommodation

Most HPU's will not view an ex-offender as being in priority need simply because they have been released from prison, unless they are deemed vulnerable.

If a person manages to demonstrate that they are in priority need for housing in theory, the HPU should place the applicant into temporary accommodation (such as a hotel/B&B), while enquiries are carried out to prove that the applicant is telling the truth. For those homeless people who are not found to be in priority need the HPU must advise and assist them with housing advice via their Housing Options Team. Everyone is entitled to a written decision known as a Section 184 letter from the HPU explaining why they were turned down and did not meet their criteria for housing. A common rejection is that prisoners made themselves intentionally homeless due to losing their accommodation by going to prison. If the client feels that the decision was wrong, it is advisable not to leave the HPU without the letter, and approach a housing solicitor, Law Centre or CAB to challenge the decision. A client only has 21 days in which to appeal against the decision!

Ex-Armed Forces

There is support available to people who have served more than seven days in the British armed forces. The Legion and SSAFA Forces Help are available to assist with rent deposits, purchasing household goods, floating support in the community and are well worth approaching for advice and assistance before you leave prison. <http://www.britishlegion.org.uk/can-we-help> and <http://www.ssafa.org.uk/>

Private rented accommodation

As government funding for essential homeless services such as hostels and supported accommodation is being reduced there is more reliance on the private sector to pick up the shortfall. However, at the same time as the government is reducing funding for supported accommodation they are also in the process of capping and reducing Housing Benefit allowance. As I write this article, the reduced rate of Housing Benefit to the under 25 year olds is being extended to the under 35 year olds and some landlords are already refusing to take under 35 year olds. More changes are planned, such as capping the levels of HB paid, and all these changes will be available on the DWP (Department of Work & Pensions) website. <http://www.dwp.gov.uk/>

When it comes to private renting for ex-offenders you have at least two problems. The first is the deposit which is the equivalent of at least one month's rent in advance (sometimes 6 weeks), plus you'll need to pay the rent in advance. Secondly, references from previous landlords and/or employers will be required from letting agents. We have worked with landlords before who have been sympathetic to housing people leaving prison and they have forgone clients paying deposits but the client still needed to pay one month's rent in advance and make this payable to the landlord. You also have the issue of viewing properties whilst being in prison and drawing the landlord's attention to the fact that you have just left prison. We would assist the client by applying for a Community Care Grant and also applying for a Crisis Loan. You can apply for a Crisis Loan to apply for the month's rent in advance but not the deposit! However, the government are now proposing scrapping Crisis Loans so we will have to wait and see what is planned, if anything, for its replacement.

There are Rent Deposit Schemes (RDS) available but some of these have conditions attached. Some RDS's (such as Equinox and CRI), are aimed at former drug users but the applicants have to prove themselves clean in the community for three months upon release before being considered for accommodation. Some RDS's are run by local authorities but they often prioritise their priority need clients for these schemes and refuse non-priority clients. Some RDS's will make you look for Housing Benefit friendly landlords and then they will liaise with the landlord and if agreed pay the money directly to the landlord.

If you are in need of accommodation while still in prison contact your resettlement or housing advice service within the prison you are in, ideally two months before your release date, to get the ball rolling.

Lee Humphries – Housing Caseworker
St Giles Trust

Statutory Funding Schemes

Please note: It is possible that there will be many changes in the field of Statutory Funding over the next twelve months. With this in mind we will aim to update this section online in the Spring and Summer of 2012 so as to provide those who have access to the internet with important information before the next edition is published next Autumn.

Organisation
Name of grant/loan
Who can apply

DEPARTMENT OF WORK AND PENSIONS – JOBCENTRE PLUS**Budgeting Loan (from the Social Fund)**

'You may be eligible, if you are getting any of the following: income support, income based jobseeker's allowance, pension credit, payment on account of one of these benefits or entitlements for at least 26 weeks.'

What can be funded

A budget loan may help pay for furniture or household items, clothing or footwear, rent in advance or removal expenses (to secure new accommodation), improvements, maintenance or security for your home, travel expenses, expenses associated with looking for or starting work (including childcare costs) and repaying hire purchase (HP) or other debts that have been taken out to pay for any of the above. How much you will get is based on your personal circumstances. The minimum loan is £100; the maximum loan including any crisis loan debt is £1,500. For more information speak to a jobcentre plus advisor.

What is not funded

How to apply

For the budgeting loan application form, contact your local Jobcentre Plus.

Key dates

May be applied for at any time.

**Policy on
acknowledging
correspondence**

Notes

'The aim of the Budgeting Loan scheme is to enable as many people as possible, who are most likely to need help with budgeting for intermittent expenses, to have access to interest free credit.'
Information in quotations taken from Grants and Loans from the Social Fund, produced by Jobcentre Plus.

Who to apply to

Jobcentre Plus via your local Jobcentre Plus office.

Address

Town

County

Postcode

Phone

Email

Website Address

Organisation
Name of grant/loan
Who can apply

DEPARTMENT OF WORK AND PENSIONS – JOBCENTRE PLUS**Community Care Grant (from the Social Fund)**

Offenders and ex-offenders who have not previously applied for this grant within the past 26 weeks who meet the criteria set out on form SF300. For those serving prison sentences, the grant can be applied for during the last six weeks prior to release if you will be on income support or income based Job Seekers Allowance on release.

What can be funded

Grants contribute towards the cost of a wide variety of things, including clothing and basic household items.

What is not funded

Any need which occurs outside the United Kingdom, educational or training needs, housing repairs, medical items, debts to government departments. For the complete list see form SF300.

How to apply

Complete form SF300 (obtainable from Jobcentre Plus office and website) and take it or send it to your Jobcentre Plus office.

Key dates

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acknowledging
correspondence*

Notes

It is possible to appeal, if applicant feels that the decision is unfair.

Who to apply to

Jobcentre Plus via your local Jobcentre Plus office.

Address

Town

County

Postcode

Phone

Email

Website Address

Organisation**Name of grant/loan****Who can apply****What can be funded****What is not funded****How to apply****Key dates****Policy on
acknowledging
correspondence****Notes****Who to apply to****Address****Town****County****Postcode****Phone****Email****Website Address****DEPARTMENT OF WORK AND PENSIONS – JOBCENTRE PLUS****Crisis Loan (from the Social Fund)**

Available to anyone aged 16 or over with little or no savings.

Small interest free loans (no legal minimum amount – up to a maximum of £1,500) to cover an emergency or if you have little or no money and are waiting for your benefit to arrive. A crisis loan can be used if you need help paying rent in advance, if you are moving out of institutional accommodation such as prison and have been awarded a community care grant.

Contact a Jobcentre Plus office. If you are away from home you can contact the office nearest to wherever you happen to be.

May be applied for any time.

Applicants should get the decision regarding the crisis loan on the same day as the application was made. The form is available from the Jobcentre Plus office. Crisis loans must be paid back. The repayments are taken in small amounts from subsequent benefit payments.

You can find the phone number and address on the advert in the business numbers section of the phone book. Look under Jobcentre Plus or Social Security.

Organisation
Name of grant/loan
Who can apply
What can be funded

DEPARTMENT OF WORK AND PENSIONS – JOBCENTRE PLUS**Flexible Support Fund**

Customers of Jobcentre Plus

A grant or a series of grants that in total does not exceed £100. This grant can be for anything that helps remove barriers to work and improves an individual's chances to gain work and/or keep employment. Examples of such awards include clothing and footwear for attendance at interviews in order to gain employment, clothing and travel expenses to attend a place of work.

What is not funded**How to apply**

Simply ask your Jobcentre Plus Advisor if it would be possible to be considered for this grant and be ready to outline your proposal.

Key dates

This grant may be applied for any time.

**Policy on
acknowledging
correspondence****Notes**

Whether to award or not is at the sole discretion of the individual's Change to Jobcentre Plus Advisor.

Who to apply to

You can find the phone number and address on the advert in the business numbers section of the phone book. Look under Jobcentre Plus or Social Security.

Address**Town****County****Postcode****Phone****Email****Website Address**

Organisation**YOUNG PEOPLES LEARNING AGENCY (YPLA)/TWO HIGH STREET BANKS****Name of grant/loan****Professional and Career Development Loan****Who can apply**

Anyone over the age of 18 with a home address and an unlimited right to remain in the UK, who is unable to pay for a course themselves, who has an active bank account and an acceptable credit rating. (For further information on those who are eligible or ineligible to apply, ring the Professional and Career Development Loan helpline and speak to an advisor).

What can be funded

A loan from £300-£10,000 to cover the costs of vocational course fees, other course costs and living expenses.

What is not funded

Any course not on the approved list. (For detailed information on what is not funded, ring the Professional and Career Development Loan helpline and speak to a advisor).

How to apply

Ring the Professional and Career Development Loan helpline to check eligibility. If eligible ask for an application pack.

Key dates**Policy on
acknowledging
correspondence****Notes**

A Professional and Career Development Loan is a deferred repayment bank loan which can help you gain the experience, training and qualifications you need to improve your job skills or even launch a new career. It is available through two High Street banks: Barclays, and the Co-operative Bank. You do not need to be an existing account holder, but the bank may require you to open an account with them. The YPLA pays the interest on your loan whilst you are learning and up to one month afterwards. This period is called the 'repayment holiday'. You then repay the loan to the bank over an agreed period at a fixed rate of interest.

Who to apply to**Address****Town****County****Postcode****Phone**

Next Step, the adults' careers advice service, on 0800 100900. The helpline is open to receive calls 8am - 10pm, seven days a week.

Email**Website Address**

www.direct.gov.uk/cdl

Organisation	STUDENT LOANS COMPANY
Name of grant/loan	Tuition Fee Grant (part time or full-time higher education)
Who can apply	Part-time or full-time undergraduate students on courses that are 25% or more of an equivalent full-time course, can apply for support towards their tuition fees. Entitlement will depend on your income and that of your husband, wife or partner. Ex-offenders and those serving a non custodial sentence who meet the criteria, may apply. You are only eligible for a tuition fee loan if this is the first time you have entered higher education, and you must also meet residence/nationality requirements, which means either being a UK national or having lived in the UK for at least three years (not counting any time in prison).
What can be funded	The size of the tuition fee grant will depend on the fees for the course you wish to do, and is paid directly to the University.
What is not funded	FE Courses;postgraduate study.
How to apply	Paper or online applications – register for online applications and download forms on the Student Finance England website www.studentfinance.direct.gov.uk Part-time students need to get their forms stamped and signed by their university or college when they register on the course.
Key dates	Applications can be made at any point up to nine months after the start of the academic year for full-time students, and up to six months after the start of the academic year, if you are a part-time student.
Policy on acknowledging correspondence	Automatic system generated
Notes	The Student Loans Company distributes the tuition fee payments to universities and colleges for all eligible students in the UK. However if you are a student in Wales or Northern Ireland or Scotland you will need to apply through Student Finance Wales or Student Finance Northern Ireland or Student Award Agency for Scotland. For contact details see page 26.
Who to apply to	The Student Loan Company
Address	The Memphis Building Lingfield Point McMullen Road
Town	Darlington
County	County Durham
Postcode	DL1 1RW
Phone	Customer Service 0845 6077577
Email	
Website Address	www.slc.co.uk

Notes

Prisoners are not eligible for maintenance support, however if you have recently been released you may be eligible for a maintenance loan, a maintenance grant, or a scholarship or bursary from the university or college at which you are applying to study.

For more information on maintenance grants and loans visit **www.slc.co.uk** and click on Student Finance then on the link 'Products & Services' and also see the bursary map at **http://bursarymap.direct.gov.uk** If you are living in England, apply to the appropriate address below. However if you are a student in Wales or Northern Ireland or Scotland you will need to apply through Student Finance Wales or Student Finance Northern Ireland or Student Award Agency for Scotland. For contact details see page 26.

Who to apply to

Address	100 Bothwell Street (for prisoners only) Lingfield Point,	The Memphis Building (for released prisoners only) McMullen Road
Town	Glasgow	Darlington
County		County Durham
Postcode	G2 7JD	DL1 1RW
Phone	0141 306 2000	0845 6077577 (Customer Service)
Email		
Website Address	www.slc.co.uk	

Organisation**LEARNING AND SKILLS COUNCIL – ALG****Name of grant/loan****Adult Learning Grant****Who can apply**

Adult Learning Grants are no longer available. From September 2011, these grants have become part of Discretionary Learner Support. The funds available are administered by each local FE college, according to the priorities they determine. Applicants on low incomes and/or benefits are likely to be among priority groups, as are those who don't have a full level 2 qualification.

Website Address

http://www.direct.gov.uk/en/EducationAndLearning/AdultLearning/FinancialHelpForAdultLearners/DG_10033131

Organisation
Name of grant/loan
Who can apply

FURTHER EDUCATION COLLEGES

Discretionary Support Funds

Students aged 16 or over including those on benefits, who are living on a low income and wish to enrol on a college course. Priority will be given to students who demonstrate a high commitment to study. The individual colleges decide which are the priority groups. These may often be students with disabilities and/or learning difficulties, those leaving care, those who are on probation and those students who have or whose families have financial difficulties. For more information visit **www.direct.gov.uk** and type 'discretionary support funds' into the search box

What can be funded

They can be used to help pay for accommodation for those who have to study beyond a minimum distance from home; essential course related equipment; materials and field trips; travel costs and childcare. For further information on how the funds can be used, speak to your student services advisor at your local college.

What is not funded

How to apply

Obtain an application form from your local college's student services. Complete the form. If you are thought to be eligible, you will be invited to an interview in the college welfare office. You will need to bring to the interview the completed form together with proof of income.

Key dates

You may apply at any time.

*Policy on
acknowledging
correspondence*

Notes

The Government provides these funds to assist students whose access to further education might be inhibited by financial considerations. This fund is generally administered by the welfare officer at the local college. All students will be required to sign a 'Student Declaration' to repay in full the Discretionary Learner Support Funds awarded to them if they withdraw from the course. Discretionary Support Funds provide further education grants. Ex-offenders and those serving non-custodial sentences who fit the criteria may apply for this grant.

Who to apply to

Your local college's student support services team.

Address

Town

County

Postcode

Phone

Email

Website Address

Voluntary Sector Funding Schemes

National

HOW TO SELECT AND APPROACH VOLUNTARY SECTOR FUNDERS

Do not leave your application to the last minute – give yourself plenty of time especially if the course, equipment and materials are expensive. Finding funds at short notice is extremely difficult and almost impossible. Some funders have a rolling grant-making programme and, provided you make a satisfactory application, you will receive a decision within a few weeks. It is possible however for decisions to take anything up to nine months.

Start by reading the **'who can apply'** and **'what can be funded'** part of each entry. If you don't meet the criteria move on to another funder and you will not have wasted anyone's time. If you do meet the criteria, then look at the **'how to apply'** and **'who to apply to'** part of your chosen funder's guidance notes. By doing so, you will be better able to answer any questions they might ask and to write a good letter or complete the form correctly.

You may also have to provide the funding organisation with additional information in the form of a letter or supporting documentation. These may have to come from a specific person (Head of Learning and Skills, discipline officer, tutor, future employer, etc). It is important that you ensure this paperwork is sent with your application and also that the application form is completed fully, as not doing so may result in your application being rejected or delayed. It is always a good tip to have someone check your paperwork, just to be on the safe side.

Do keep a copy of the completed form for future reference and to give yourself the best chance of success. You may be asked to provide further information by letter or, during an interview, to expand your proposal.

If your request is successful it is likely you will find conditions attached. For example: you may be granted £400 but may have asked for £700; the special condition will be that you find the difference of £300. You will need to provide evidence that you have found this money and probably where it has come from. The grant or award may also be time limited, that is, it may lapse if not 'called down' within a specific period of the offer. In the case of some funders you may find the cheque will be issued on receipt of a pro forma invoice or a letter of authority from the supplier and issued directly to them.

Reporting back to your benefactor

Almost all funders like to receive a progress report from their successful candidates so do take the time to let them know how the funds were used. This report may include both successes and setbacks with your course or activity. Maintaining contact like this may place you in a better position to make a second application for money from the same funder at a later date. You will see some extracts from letters from successful candidates scattered throughout the directory.

Organisations receive a large number of requests for money and/or help so do not be too disappointed if you are not successful. The trick is to draw up a list of those charities you may be eligible to apply to and to approach as many of them as possible. However there is still no guarantee that you will be successful, but it does give you a better chance of receiving some help. It is also common when money is tight for the grants or funds to be quite small which is another reason for approaching more than one organisation, as a few little grants can make up the sum you are looking for.

Organisation	BRITISH & FOREIGN SCHOOL SOCIETY
Name of grant/loan	
Who can apply	A prisoner or ex-offender who is in the final stage of an initial teacher training course and has run into financial difficulties for reasons outside his/her control.
What can be funded	A grant up to around £1,000
What is not funded	Any course other than an initial teacher training course leading to Qualified Teacher Status.
How to apply	In the first instance a letter to the Society requesting an application form (assuming that the individual meets the criteria indicated above). If the individual has access to the Internet, the form can be downloaded from our website at www.bfss.org.uk
Key dates	Applications are considered on a quarterly basis.
Policy on acknowledging correspondence	All correspondence is acknowledged very quickly, usually by return.
Notes	The Society is not primarily geared to meeting the requests of prisoners but may in exceptional circumstances be able to assist, i.e. if the individual meets the Society's grants criteria. The Trustees will seek assurance that the candidate will be accepted for an educational post and not barred as a result of CRB checks.
Who to apply to	Imogen Wilde
Address	British & Foreign School Society Maybrook House 97 Godstone Road
Town	Caterham
County	Surrey
Postcode	CR3 6RE
Phone	01883 331 177
Email	
Website Address	www.bfss.org.uk



Organisation	BUTTLE UK
Name of Grant/loan	Grant Scheme for Students and Trainees
Who can apply	16 – 20 year olds who are: estranged; orphaned; adopted; cared for by relatives or friends; young carers or refugees with indefinite leave to remain. We do not however provide grants to young people for whom there is already some form of statutory provision.
What can be funded	We operate a flexible response and will consider anything, but generally expenses related to recognised courses plus living costs as well as fees, maintenance, fares, equipment etc.
What is not funded	Overseas trips/courses; outward bound courses; medical electives; second degrees.
How to apply	By letter or email with name, date of birth, status, course title, start and end date and details of family circumstances and need.
Key dates	Our financial year begins in April. We operate a rolling programme. The fund is generally exhausted by December, therefore for best chance of success, apply March – October.
Policy on Acknowledging Correspondence	We will always acknowledge correspondence.
Notes	
Who to apply to	Manager of Grant Scheme for Students and Trainees.
Address	For addresses for schemes in each country, see website
Town	
County	
Postcode	
Phone	020 7828 7311 (England) 01505 850 437 (Scotland) 01633 440 052 (Wales) 028 90 64 11 64 (Northern Ireland)
E-mail	info@buttleuk.org (England) scotland@buttleuk.org (Scotland) wales@buttleuk.org (Wales) nirland@buttleuk.org (Northern Ireland)
Website Address	www.buttleuk.org

Organisation	CITY & GUILDS
Name of grant/loan	City & Guilds Access Bursary
Who can apply	City & Guilds is offering a small number of bursaries (educational awards) each year to anyone, including prisoners, who would like the opportunity to study for a City & Guilds Group qualification. We only consider applications from people who are currently resident in and wish to study in the UK.
What can be funded	The bursaries can be used for a wide range of purposes, including: paying your course fees (if you have no other funding), covering childcare or travel expenses or covering other costs that are making it difficult for you to enrol on a course.
What is not funded	Courses that are not City & Guilds.
How to apply	You need to complete an online application form that can be found at www.cityandguilds.com/bursaries . You do not need an email address to apply and you will be contacted by post with a result. If you miss one cut-off date your application will automatically go into the next selection period.
Key dates	Applications will be considered twice a year in September and May and you will be notified soon after that whether you have been chosen to go forward to the interview stage.
Policy on acknowledging correspondence	On completion of the online form a box will come up thanking you for your application, this is your confirmation. It also details the next steps.
Notes	Competition is very steep so please provide as much information as possible on your application.
Who to apply to	City & Guilds (Corporate Affairs)
Address	FREEPOST RSGZ AJYE CZTS City & Guilds Corporate Affairs 1 Giltspur Street
Town	London
County	
Postcode	EC1A 9DD
Phone	08445 430 033
Email	bursaries@cityandguilds.com
Website Address	www.cityandguilds.com/bursaries

Organisation	CRISIS
Name of grant/loan	Changing Lives Grant
Who can apply	A Crisis UK Coach or Progression coordinator who is engaging with an individual who has experienced homelessness (inc. hostel living, sofa surfing, rough sleeping, squatting, staying with friends or family) within the last three years and has a clearly defined education / career goal.
What can be funded	We provide up to £2500 for course fees and materials for courses, for tools to get back to work, or for equipment needed to set up as self-employed.
What is not funded	We only fund items necessary to an applicant's educational or career goal. Full details of what we do not fund can be found in our "information pack" on our website.
How to apply	Applications must be made through your Crisis UK Coach or Progression coordinator. More information can be found on our website www.crisis.org.uk/changinglives
Key dates	Grant decisions are awarded bi-monthly. Applicants should contact their Coach or Progression coordinator to find out the application deadlines.
Policy on acknowledging correspondence	All clients will be contacted once we have received a completed application. If the application is incomplete it will be sent back to their Coach or Progression coordinator.
Notes	
Who to apply to	Applications are only accepted by email from Crisis UK staff on behalf of the applicant.
Address	66 Commercial Street
Town	London
County	
Postcode	E1 6LT
Phone	0844 251 0111
Email	changing.lives@crisis.org.uk
Website Address	www.crisis.org.uk

**FROM A GRANT
RECIPIENT**

"It's not everyday someone offers so much money (£800 for Carpentry tools) to make a start in something positive, in my case tools for college and future employment! I'm more than grateful and this will really help me get started in what I'm trying to achieve."

Organisation	(THE) DUKE OF EDINBURGH'S AWARD
Name of grant/loan	DofE Aldo Trust Bursary
Who can apply	Any young person (up to the age of 25) who is in need and who has enrolled either inside or outside of prison on the DofE Programme.
What can be funded	Specialist clothing, materials and/or equipment needed to take part in the DofE programme.
What is not funded	Only the above is funded.
How to apply	Letter from both young person, and DofE Leader to endorse their requirement.
Key dates	N/A
Policy on acknowledging correspondence	Unsuccessful requests will be acknowledged.
Notes	If the application is successful then we do ask for a case study on the individual or group the equipment was awarded to.
Who to apply to	Mrs Samantha Bennie, National Operations Manager.
Address	The Duke of Edinburgh's Award (Aldo Trust Bursary) Gulliver House Madeira Walk
Town	Windsor
County	Berkshire
Postcode	SL4 1EU
Phone	01753 727400
Email	info@dofe.org
Website Address	www.DofE.org

**FROM A GRANT
RECIPIENT**

"The greatest thing I've got from the Award is confidence and recognition. It helps you keep focused on keeping out of trouble, but it's not a free ride. You have to work hard for every piece of encouragement and, ultimately, every Award."

Organisation**Name of Grant/loan****Who can apply****What can be funded****What is not funded****How to apply****Key dates****Policy on
acknowledging
correspondence****Notes****Who to apply to****Address****Town****County****Postcode****Phone****Email****Website Address****ELIZABETH FINN CARE**

Any British or Irish national or resident, who is living on a low income or means-tested benefits and has formerly been employed in a wide range of qualifying occupations or is a partner of someone employed in a qualifying occupation*.

Back to work training – NVQ or vocational course, degree course fees if related to role or job.

Private medical and dental costs, prescription glasses, school fees, funeral costs, legal fees, loans, business costs or personal debts.

Request an application form by completing the enquiry form on the website, or alternatively, contact through the post or by telephone.

*Qualifying occupations require a higher-level qualification and/ or level of responsibility or knowledge, such as middle management or above in all fields, dentist, lawyers, vets, social workers, teachers, nurses, accountants, engineers, librarians, teachers, professional artists or writers, farmers or farm managers, commissioned army officers. Elizabeth Finn Care also founded 'turn2us' a free online database that provides charity searches, benefit checker and links to charities that help deal people deal with debt. www.turn2us.org.uk

Elizabeth Finn Care**Hythe House, Shepherd's Bush Road****London****W6 7NL**

020 8834 9200 or Freephone 0800 413 220

info@elizabethfinn.org.uk**www.elizabethfinncare.org.uk**

Organisation	FAMILY ACTION
Name of Grant/loan	Family Action's Educational Grants
Who can apply	Grants are primarily targeted at families and individuals with low incomes, particularly those living on benefits. This may include exoffenders. A typical grant ranges from £200 - £300 in value. To find out whether you are eligible to apply for a Family Action Educational Grant or to another grant making trust, complete an online Educational Grant Search by visiting www.family-action.org.uk/educationalgrantssearch
What can be funded	Family Action reviews its educational grants criteria annually and full details are available on the website at www.family-action.org.uk/grants Educational courses at a college or university that is affiliated to EGS – the Educational Grants Service.
What is not funded	Family Action's Educational Grants are not available for: items already covered by statutory funding, private school fees, repayment of loans, childcare costs, daily living expenses
How to apply	The Educational Grants Search found on the website and linked above must be completed. We cannot accept letters as applications. Applications require various supporting documents, details are provided in the guidance at the beginning of the application forms. Family Action will be moving to on-line applications in the last quarter of 2011.
Key dates	Applications can usually be made at any time during the year. Check the website for any changes.
Policy on Acknowledging Correspondence	All applicants will be informed of the result of the Panel's decision in writing, usually within 21 working days of all the required information being received by Family Action. We regret we are unable to provide the result of the Grants Panel decisions by telephone.
Notes	Please note that we can only consider one educational grant application from the same applicant per academic year. Applicants must be studying at a college or university that is affiliated to EGS.
Who to apply to	Grants Administrator
Address	Family Action 501 – 505 Kingsland Road
Town	London
County	
Postcode	E8 4AU
Phone	
E-mail	grants.enquiry@family-action.org.uk
Website Address	www.family-action.org.uk

Organisation	FRANK LONGFORD CHARITABLE TRUST
Name of grant/loan	Longford Scholarships
Who can apply	Anyone who has been a prisoner within the past five years including those who are soon to be released. Specific emphasis on young prisoners and those whose qualifications will lead to jobs that may enable them to help other offenders on the path of rehabilitation. Special awards available (Patrick Pakenham Awards) for those wishing to study Law and associated subjects at degree level.
What can be funded	Financial support up to £5,000 per annum for UK higher education courses for up to three years.
What is not funded	Further education courses, NVQs, anything other than higher education.
How to apply	Must be made on application form available on trust's website www.longfordtrust.org - or obtainable from its offices.
Key dates	There is only one round of awards. Closing date is June for courses starting in or after the following September.
Policy on acknowledging correspondence	Queries about guidelines answered, but please read them before sending in full application.
Notes	The Trust provides mentoring to ex-prisoners and soon to be released prisoners who undertake higher education courses.
Who to apply to	The Director
Address	Longford Trust PO Box 64302
Town	London
County	
Postcode	NW6 9JP
Phone	0207 625 1097
Email	peterstanford@easynet.co.uk
Website Address	www.longfordtrust.org

**FROM A GRANT
RECIPIENT**

"The application process was unlike any other I have been involved in. From the first moment, the trust displayed such an interest in me that I didn't feel that they held me up as a target, as I had been held during my years at the hands of the criminal justice system, but that they genuinely held my interests at heart."

Organisation	HAVEN DISTRIBUTION BOOKS-TO-PRISONERS
Name of grant/loan	
Who can apply	Any prisoner in the UK & Republic of Eire
What can be funded	Up to £20 worth of books for educational purposes such as NVQ training or Open University courses every 12 months. Will also supply dictionaries up to a value of £10 (Spanish etc.) for foreign nationals or picture/colour/ large print for those with reading difficulties.
What is not funded	Haven Distribution will not purchase the following items: encyclopaedias, atlases, religious publications, hobby books, general reading books, autobiographies, magazine subscriptions, art materials, musical instruments, stationery, calculators or computers, or dictionaries or thesaurus costing more than £10.
How to apply	The prisoner needs to complete a simple application form and provide proof that he or she is actively involved in education, namely something written to this effect on headed paper from an educational tutor. The books are dispatched in all cases by registered post.
Key dates	Haven aims to process orders within one month of receiving the request.
Policy on acknowledging correspondence	Haven aims to provide requested book within one month of receiving application. If application is unsuccessful, Haven will reply to inform their decision.
Notes	Approximately 2000 prisoners successfully applied for support in the financial year 2008-2009. Haven also provides general reading books, which have been donated to the charity by publishers and individuals - please contact Haven for a list of available books.
Who to apply to	Haven Distribution
Address	27 Old Gloucester Street
Town	London
County	
Postcode	WC1N 3XX
Phone	
Email	info@havendistribution.org.uk
Website Address	www.havendistribution.org.uk
FROM A GRANT RECIPIENT	<i>“This is a book I will greatly value, not only is it of great benefit with my coursework but also in every day life.”</i>

Organisation	HOUSING THE HOMELESS CENTRAL FUND
Name of grant/loan	
Who can apply	Social workers (or probation officers) as sponsors of clients (ex-offenders, UK wide).
What can be funded	Grants for household items.
What is not funded	Holidays, medical apparatus, funeral expenses, travel, vehicles, educational expenses, rent deposits, computers, toys, telephones, structural improvements to property, TV's and/or licenses.
How to apply	Guidelines and applications should be requested by a social worker (or probation officer) on headed paper and enclosing a stamped addressed envelope.
Key dates	
Policy on acknowledging correspondence	
Notes	Housing the Homeless Central Fund does not conduct business by telephone or email.
Who to apply to	Frankie Salton-Cox, Clerk to the Trustees
Address	2A Orchard Road
Town	Sidcup
County	Kent
Postcode	DA14 6RD
Phone	
Email	
Website Address	



*Rebuilding a wheelchair at the Inside Out trust workshop.
HMP Liverpool*

Organisation	KOESTLER TRUST
Name of grant/loan	Koestler Awards
Who can apply	Anyone held in a United Kingdom prison, young offenders institution, secure children's home, special hospital, high security psychiatric hospital or immigration removal centre; any client of the probation service, a youth offending team or the Scottish youth justice social work services; any UK citizen held in a prison overseas. People may enter individually or as a group.
What can be funded	The Koestler Awards are given once a year for original work in around 50 art forms, including creative writing, drawing, fashion, graphic design, music, painting, photography and woodwork. About half the awards carry cash prizes from £20 - £100 which is paid into the 'private cash' of prisoners. The prize money totals about £25,000 a year. The Trust also sells visual artwork on behalf of offenders.
What is not funded	Activities or equipment.
How to apply	Send entries to the Koestler Arts Centre at the address below. There is no limit on number. Every artwork must come with a Koestler entry form for the current year, countersigned by an authorised member of staff. The Trust sends entry forms to Education Departments in all establishments every December. The forms may also be downloaded from the Trust's website or requested by post, phone or email.
Key dates	December: entry forms available. March: deadline for entries. June: judging of entries. September: certificates and prize money sent out. December: money from sales sent out.
Policy on acknowledging correspondence	Response to all letters within a month, usually sooner.
Notes	The awards were founded in 1962 by the writer Arthur Koestler. They now attract over 6,000 entries a year. The best visual works are shown at exhibitions in London, Scotland and North West England. Talented award winners may also be offered a mentor to support them to continue their arts practice in the community.
Who to apply to	The Koestler Trust
Address	168a Du Cane Road
Town	London
Postcode	W12 0TX
Phone	020 8740 0333
Email	info@koestlertrust.org.uk
Website Address	www.koestlertrust.org.uk
FROM A GRANT RECIPIENT	<i>"Winning a Koestler Award was the first recognition I had for my painting outside prison. It really helped my confidence. Seeing my work in the Koestler exhibition in London was one of the proudest moments of my life."</i>

Organisation	LAWRENCE ATWELL'S CHARITY
Name of Grant/loan	Lawrence Atwell's Charity Grant
Who can apply	Individuals aged between 16 – 26 inclusive who want to free themselves from poverty and disadvantage by heading into the jobs they want. Applicants must come from a household earning £26,000 p.a or less.
What can be funded	Grants towards: Vocational Training, "First Step" Qualifications & the costs of finding a job. See website for further information.
What is not funded	Degree Level Courses. Non-vocational courses, such as GCSE's, A Levels or GNVQ's. Business enterprises or start-up costs. See website for further information.
How to apply	Complete a pre-questionnaire form available from the website or by calling the office.
Key dates	Open for new applications in February.
Policy on Acknowledging Correspondence	All correspondence receives a reply.
Notes	Our website is regularly updated with information about the Charity and any deadlines for applications.
Who to apply to	The Atwell Administrator
Address	The Skinners' Company Lawrence Atwell's Charity Skinners' Hall 8 Dowgate Hill
Town	London
County	
Postcode	EC4R 2SP
Phone	020 7213 0561
E-mail	atwell@skinners.org.uk
Website Address	www.skinnershall.co.uk

Organisation	(THE) MICHAEL AND SHIRLEY HUNT CHARITABLE TRUST
Name of grant/loan	
Who can apply	Any prisoner or dependent relative.
What can be funded	Grants to prisoners towards cost of travel on home leaves. Grants are also made in respect of assistance to dependent relatives of serving prisoners – to relieve hardship etc. Applications must be supported by Probation officer, Social Worker etc.
What is not funded	
How to apply	In writing to the Trust at the address below. Applications to be supported by Probation officer, Social Worker etc.
Key dates	
Policy on acknowledging correspondence	
Notes	
Who to apply to	Mrs D S Jenkins
Address	The Michael and Shirley Hunt Charitable Trust Ansty House Henfield Road
Town	Small Dole
County	West Sussex
Postcode	BN5 9XH
Phone	01903 817116
Email	
Website Address	

Organisation	(THE) PRINCE'S TRUST
Name of grant/loan	Community Cash Awards (CC) Development Awards (DA)
Who can apply	For both both award schemes above - UK residents: <ul style="list-style-type: none"> • Aged 14 - 16 , in education and at risk of achieving fewer than 5 GCSE grades A-C • Aged 16-25 and not in education, training or work (or working less than 16 hours a week)
What can be funded	CC - Awards between £250 and £5,000 for groups and individuals who would like to set up youth led projects that benefit local communities. DA - Awards between £50 and £500 to help access training, education or employment.
What is not funded	CC - Existing projects, expeditions, or overseas travel, fundraising activities or events, applications from formally organised groups. DA - All higher education i.e. NVQ levels 4 & 5, HNC, HND, Arts Foundation Degree, those in employment earning more than JSA, alleviation of hardship, basic living costs, clothing or furniture, medical treatment or care, costs towards overseas trips.
How to apply	The young people may apply directly or be referred by another organisation. They must complete an application form for their project, then attend an assessment interview after which the application will be passed to a panel for their final decision.
Key dates	12 weeks from enquiry to payment of awards.
Policy on acknowledging correspondence	Information pack sent within five working days of an enquiry. Within seven working days of receiving the completed application form, the young person must be contacted to arrange a suitable time/date for the Assessment Meeting.
Notes	The award is to help young people get their lives back on track and is most relevant to prisoners pre-release and those in the community.
Who to apply to	Regional Offices - See website for details or ring number below to be automatically connected to the nearest regional office.
Address	
Town	
County	
Postcode	
Phone	0800 842 842
Email	
Website Address	www.princes-trust.org.uk

Organisation	PROFESSIONALS AID COUNCIL
Name of grant/loan	
Who can apply	Prisoners who are either members of an established profession or who hold a university degree or recognised professional qualification; or whose spouse or parents are similarly qualified. Prisoners who went to a fee-paying or grammar school.
What can be funded	Small grants, normally £300–£400.
What is not funded	Computer equipment, musical instruments, radios, medical equipment, etc.
How to apply	In the first instance a letter to Admin outlining the applicant's professional background, estimated income/expenses for the year concerned, specific request and other funds approached. An endorsement will be required in the form of an academic reference from course tutor and/or authorised person from the prison Education Department. The PAC Education Committee meets regularly throughout the year and each applicant's needs are considered individually. May apply any time during the year. All correspondence is acknowledged.
Key dates	
Policy on acknowledging correspondence	
Notes	
Who to apply to	The Executive Secretary
Address	PAC 10 St Christopher's Place
Town	London
County	
Postcode	W1U 1HZ
Phone	0207 935 0641
Email	admin@pcac.org.uk
Website Address	www.pcac.org.uk

Organisation	R L GLASSPOOL CHARITY TRUST
Name of grant/loan	
Who can apply	A prison officer or probation officer on behalf of a prisoner or ex-offender.
What can be funded	For a full list see the application form. Grants to cover the cost of certain household goods & clothing (not considered while still in custody), vocational materials and training (short vocational courses leading directly to employment).
What is not funded	Computers for general use, subsistence, loans, debts, rent in advance/deposits, funeral costs/headstones, building works.
How to apply	By application form, which includes guidance notes. Forms can be obtained by sending a blank email to application@glasspool.org.uk Within a few minutes a form will arrive in your inbox. Follow the instructions to apply. The probation or prison officer must submit the application on behalf of the prisoner.
Key dates	None – applications are dealt with as they are received.
Policy on acknowledging correspondence	The Trust aims to reply within two weeks of receipt of applications.
Notes	The R L Glasspool Charity Trust is a national charity making one-off grants to people on low incomes and in difficult circumstances. The Trust does not accept applications direct from individuals. Where appropriate, applications should always be made first to statutory sources and any relevant specialist charities.
Who to apply to	R L Glasspool Charity Trust
Address	Saxon House (2nd Floor) 182 Hoe Street Walthamstow
Town	London
County	
Postcode	E17 4QH
Phone	0208 520 4354
Email	application@glasspool.org.uk
Website Address	

Organisation	RUTH HAYMAN TRUST
Name of grant/loan	
Who can apply	Adults (including prisoners) who have come to settle in the UK and who speak a language other than English as their first language. (Not overseas students who are studying in UK)
What can be funded	Up to £300 (grants given are often much less) for registration, course and exam fees which you have to pay yourself and sometimes books, equipment or the costs of joining professional bodies.
What is not funded	Accommodation and living expenses, childcare, travel (except for disabled).
How to apply	Send for an application form to the address below or download one from the website. Complete and return the form along with an academic reference from a member of the Education Staff, to the Honorary Secretary at the address below.
Key dates	Five per year; next date given on website.
Policy on acknowledging correspondence	No acknowledgement except for successful applications.
Notes	
Who to apply to	The Honorary Secretary
Address	Ruth Hayman Trust PO Box 17685
Town	London
County	
Postcode	N6 6WD
Phone	
Email	trustee@ruthhaymantrust.com
Website Address	www.ruthhaymantrust.com

Organisation	(THE) SALVATION ARMY
Name of grant/loan	
Who can apply	Any prisoner who can complete a course of study while in custody.
What can be funded	Small grants up to £100 per person, for educational purposes only.
What is not funded	Clothing, including sportswear (tracksuits/trainers); electrical equipment (e.g. computer, tape recorder etc.); tools (for trade), hobbycraft materials etc.
How to apply	The prisoner writes to Prison Ministries Officer for grant. An application form is sent to Education Officer to ascertain full details of course and its cost. The form is returned to the Salvation Army when completed. Three months are given to raise the balance of money. The money is released when the prison authorities notify The Salvation Army that all other funding is in place. The cheque is generally made payable to the Governor of the establishment.
Key dates	Any time until funding runs out.
Policy on acknowledging correspondence	All correspondence are acknowledged in writing.
Notes	
Who to apply to	Prison Ministries Officer
Address	The Salvation Army Social Services Department 101 Newington Causeway
Town	London
County	
Postcode	SE1 6BN
Phone	0207 367 4866
Email	david.tribble@salvationarmy.org.uk
Website Address	www.salvationarmy.org.uk

**FROM A GRANT
RECIPIENT**

"I would like to offer my considerable thanks for your kindness in assisting me in this manner. It has come at a time of considerable pressure for me, both emotionally and financially..."

Organisation	SIR RICHARD STAPLEY EDUCATIONAL TRUST
Name of grant/loan	
Who can apply	Any prisoner who has already achieved an upper second or first class honours degree.
What can be funded	Grants normally around £300–£1,000 in value.
What is not funded	Students awarded major grants from Local Authorities, the NHS Executive, Industry, Research Councils, the British Academy or similar public bodies, students who have already been supported by the Trust for another post-graduate degree, full-time PhD students beyond a third year of study, electives, diplomas, PGCE courses, professional training such as Law Society examinations, PLAB test.
How to apply	Initial enquiries should be made by e-mail to admin@stapleytrust.org in early January. Candidates who do not have internet access can contact us in writing at the address below. Please include a self-addressed, stamped envelope (C5 size is ideal). Applicants will be notified before the end of June of Council's decision. Grants will be paid in October on receipt of official confirmation of registration on the course, and confirmation that a shortfall of funds still exists.
Key dates	All grants must be claimed by 1st November. Closing date for applications is 31st March, or the first 300 applications received, whichever comes first.
Policy on acknowledging correspondence	
Notes	The Trust generally offers to support two or three prisoners a year.
Who to apply to	The Administrator
Address	Sir Richard Stapley Educational Trust PO Box 839
Town	Richmond
County	Surrey
Postcode	TW9 9AL
Phone	
Email	admin@stapleytrust.org
Website Address	www.stapleytrust.org

Organisation	SOCIETY FOR PROMOTING THE TRAINING OF WOMEN
Name of grant/loan	
Who can apply	Women, including women prisoners, who have been resident in the UK for at least three years and are at that stage in their sentences where they can take a degree course on day release, or women about to be released who are planning for post release higher education, in a particular post-graduate course.
What can be funded	A loan circa £1,000 to be used for course fees.
What is not funded	Distance learning.
How to apply	Write to SPTW asking for an application form or ask someone to download it from their website. Before a loan can be considered you will need to attend an interview in Central London. All applications received by the Society are considered most carefully. However, the annual demand far exceeds the Society's available funds, so the completion of an application form does not guarantee the granting of a loan.
Key dates	
Policy on acknowledging correspondence	The Society does not acknowledge the receipt of application forms. Unsuccessful applicants will be informed only if a stamped addressed envelope has been enclosed with the application.
Notes	
Who to apply to	Michelle Bennett Secretary
Address	Court Lodge Farm 10 Court Lodge Rd Appledore
Town	Ashford
County	Kent
Postcode	TN26 2DD
Phone	
Email	sec.sptw@btinternet.com
Website Address	www.sptw.org

Organisation	ST MARTIN-IN-THE-FIELDS VICAR'S RELIEF FUND (VRF)
Name of grant/loan	
Who can apply	Probation officers, social workers, support workers, CAB advisors etc. on behalf of people, including offenders and ex-offenders, in need or hardship. We cannot accept applications or requests for application forms directly from offenders or ex-offenders.
What can be funded	One-off grants up to £250 but the average is usually around £165.
What is not funded	Course fees and expenses including HGV and other vocational courses; holidays, respite breaks and school trips; specialized equipment (e.g. wheelchairs, stairlifts, Motability schemes, etc); childcare expenses; toys, books and play equipment; televisions, video and audio equipment, television licence fees; medical treatments and prescription fees; administrative charges, fines and professional fees, computer hardware and software.
How to apply	Recognised agencies only, complete and return an application form obtainable from the administrator at the address below.
Key dates	Grants are allocated on an on-going basis.
Policy on acknowledging correspondence	Due to the large number of requests received, we are unable to acknowledge receipt of each application, but each application will receive a response concerning the outcome.
Notes	Our first priority is to those: a) who are in danger of becoming homeless, b) who are currently homeless, destitute and/or vulnerable, and c) with experience of homelessness attempting to establish or maintain a tenancy.
Who to apply to	VRF Administrator
Address	VRF St Martin in the Fields
Town	London
County	
Postcode	WC2N 4JJ
Phone	020 7766 1127
Email	craig.norman@smitf.org or rod.beadles3@smitf.org
Website Address	www2.stmartin-in-the-fields.org/page/care/fund.html

**FROM A GRANT
RECIPIENT**

"If it had not been for the help you have given me I dread to think how I would have coped. The help you gave me was the first bit of hope I had seen and I could see some light at the end of the road on trying to rebuild my life."

Organisation	THE ROYAL BRITISH LEGION (TRBL)
Name of grant/loan	
Who can apply	Any prisoner or ex-offender who has received seven days pay through service in the Armed Forces, including Reserves and who is able to establish a need.
What can be funded	A wide range of needs are met. There is no specific ceiling on the value of a grant to an individual prisoner or ex-offender.
What is not funded	There are some forms of assistance that the Legion is not able to provide. These are: <ul style="list-style-type: none">• Where state assistance or statutory services are available (although exceptions can be made in some circumstances, particularly where the client's welfare is at risk);• Repayment of business debts;• Legal expenses, such as court costs and solicitors' fees;• Loans, other than Be the Boss loans;• Medical care, exceptions can be made for dental charges or optician costs in some circumstances (these grants can be made from the Immediate Needs Grant Scheme); and• Payments to "top-up" the shortfall in care home fees (although we can administer these on behalf of other benevolent organisations).
How to apply	Initial approaches should be made to TRBL Headquarters (Legionline telephone enquiry service or in writing). Information on how to make contact with the local County Office will be given.
Key dates	
Policy on acknowledging correspondence	It is TRBL's aim to acknowledge correspondence within 5 working days wherever possible.
Notes	Help is also available for the spouse/partners and children of ex-service personnel and for imprisoned widow(er)s, divorced or separated spouses of ex-service personnel. Assistance to prisoners is also provided towards finding training and employment on release.
Who to apply to	TRBL Headquarters (Legionline)
Address	199 Borough High Street
Town	London
County	
Postcode	SE1 1AA
Phone	Legionline 08457 725 725 (open 9am-4pm Monday to Friday)
Email	info@britishlegion.org.uk
Website Address	www.britishlegion.org.uk

Organisation	POPPYSCOTLAND
Name of grant/loan	Poppyscotland (The Earl Haig Fund Scotland)
Who can apply	To be eligible for assistance you must be a veteran, this is anyone who has served in the UK Armed Forces (regular or reserve). We also assist spouses and dependants of veterans.
What can be funded	Grant assistance is available to help purchase essential items where need is evidenced through a means tested application, prepared in conjunction with the client by a SSAFA Forces Help case worker. We also offer small business loans through the 'Be the Boss' scheme and employment support grants which assist individuals who are unemployed, low skilled or in low paid employment to access training courses which will lead to employment. Our employability services are administered through www.civvystreet.org
What is not funded	Non-priority debt, e.g. credit card or loan finance
How to apply	In the first instance contact Poppyscotland's Head of Charitable Services on 0131 5501593
Key dates	
Policy on acknowledging correspondence	We will acknowledge all written correspondence.
Notes	More information on our schemes can be found at www.poppyscotland.org.uk
Who to apply to	Head of Charitable Services
Address	Poppyscotland New Haig House Logie Green Road
Town	Edinburgh
County	
Postcode	EH7 4HR
Phone	0131 550 1593
Email	p.hayllor@poppyscotland.org.uk
Website Address	www.poppyscotland.org.uk

Organisation	SACRO TRUST FUND
Name of grant/loan	
Who can apply	Please note Sacro Trust Fund only awards grants to those resident in Scotland. The Trust is for people on licence or court order or who have been released from imprisonment within the last two years.
What can be funded	Education, household items, employability courses, items to aid in the rehabilitation of the client up to the amount of £300.
What is not funded	Rent, holidays, driving lessons and other items that do not assist with rehabilitation.
How to apply	Contact the Trust Fund Administrator for an application form and guidance notes.
Key dates	Assessor's meetings held quarterly.
Policy on acknowledging correspondence	An acknowledgement card will be issued which provides the date of the next Assessor's meeting.
Notes	Applications can only be accepted from local authority or voluntary sector workers, not direct from clients.
Who to apply to	Trust Fund Administrator
Address	Sacro Trust Fund 29 Albany Street
Town	Edinburgh
County	
Postcode	EH1 3QN
Phone	0131 624 7270
Email	trust@national.sacro.org.uk
Website Address	www.sacro.org.uk

**FROM A GRANT
RECIPIENT**

"I wanted to thank you for the funding that the Sacro Trust gave me. I have just completed the excavator course and passed. I thoroughly enjoyed the course and I am certain that it will help me to gain employment on my release. I could not have managed this without the Trust's support."

Organisation	ARTS COUNCIL
Name of grant/loan	
Who can apply	Artists, performers, writers, etc. The applicant must be a practitioner with a proven track record who wishes to expand or develop his/her creativity. The Arts Council does not fund art students for activities related to their course of study or their tuition fees, or those who have not already established themselves as artists.
What can be funded	A grant towards equipment and materials particularly those necessary to new areas of creative work. Generally it is expected that you will find at least 10% of the funding you require from other sources.
What is not funded	Activities that are not arts-related. Activities that provide no potential benefit to the public. Costs that are covered by other funding. General running costs and overheads that are paid for by other income, including your own funds. Second hand equipment (apart from certain musical instruments and specialist equipment).
How to apply	The information is most readily available on the web site. From the Arts Council homepage type, "understanding the assessment criteria" into the search and then click the link. Ask a member of the arts education staff to acquire the information on your behalf, then if it appears you are eligible you will need to complete the application form and return it to the appropriate regional address (see the website). It may benefit you considerably to telephone the Arts Council before applying and also to find a member of staff at an early stage prepared to assist you through the whole process.
Key dates	May apply at any time.
Policy on acknowledging correspondence	All applications are acknowledged.
Notes	
Who to apply to	The regional office (as shown on the website) for the region in which you are based.
Address	
Town	
County	
Postcode	
Phone	0845 300 6200
Email	
Website Address	www.artscouncil.org.uk

Organisation	BURNBAKE TRUST PRISON ART PROJECT
Name of grant/loan	
Who can apply	Anyone who is currently detained within the prison service or under the supervision of the probation service.
What can be funded	Small grants are available for Art/Craft materials for 2D or 3D works. No more than one application to be considered from a candidate each year.
What is not funded	Anything that is not art related. We will assess all applications individually.
How to apply	Apply in writing and if an individual is likely to be eligible an application form will be sent.
Key dates	May apply any time during the year.
Policy on acknowledging correspondence	All letters are answered. We aim to answer letters within two weeks and will let candidates know of the outcome of their application.
Notes	Grant applications must be supported by a prison officer, education manager or probation officer. All the information on the applications must be filled in and an official stamp is required before any application is put forward for consideration.
Who to apply to	Eva Hogendoorn
Address	Burnbake Trust 29 North Street Wilton
Town	Salisbury
County	Wiltshire
Postcode	SP2 0HE
Phone	01722 744178 (Tuesday and Friday between 08.00 and 15.00)
Email	art@burnbaketrust.co.uk
Website Address	www.burnbaketrust.co.uk

**FROM A GRANT
RECIPIENT**

"I would like to thank you and the Trust for all the support you have given me. Art has changed my outlook on life and I have for the first time in my life realised that I can actually "achieve" something. Thank you for giving me confidence and making me aware of my self worth."

Organisation	CONSTRUCTION YOUTH TRUST
Name of grant/loan	Bursary/Toolkit
Who can apply	In order for individuals to be considered for a bursary, they must be aged 16-30, a permanent resident in the UK and have completed or be already involved in one of Construction Youth Trust's training schemes.
What can be funded	The Trust will consider financial support towards relevant education, travel costs, subsistence or special purpose equipment such as tools. The Trust may also consider providing financial support towards childcare.
What is not funded	We cannot accept applications from those studying for a second degree, a post-graduate qualification or RIBA Part II.
How to apply	Individuals wishing to apply for a bursary should contact the Trust directly.
Key dates	Applications are considered at Grant Committee meetings approximately three times a year.
Policy on acknowledging correspondence	Applications will be acknowledged wherever possible.
Notes	
Who to apply to	Administration Manager
Address	Construction Youth Trust The Building Centre 26 Store Street
Town	London
County	
Postcode	WC1E 7BT
Phone	020 7467 9540
Email	cyt@cytrust.org.uk
Website Address	www.constructionyouth.org.uk

**FROM A GRANT
RECIPIENT**

"I was always concerned about how I was going to afford actually being a student. Mum and Dad helped whenever they could but we're not rich and they've got my younger sister and brother to look after. I applied to Construction Youth Trust for a bursary and told them everything, and after an interview the Trust paid directly for my accommodation. It really took the pressure off and now I've also been offered a job to start when I finish studying. It's been hard work to get here but it would have been a lot harder without help from Construction Youth Trust – it's all been worth it."

Organisation	FEMALE PRISONERS WELFARE PROJECT (FPWP) HIBISCUS
Name of grant/loan	Advocacy & Support
Who can apply	Foreign National, Migrant, BMER and EU women can apply. We also have a new project on crime prevention and resettlement aimed at Rumanian women with a specific focus on the Roma community. Women from these communities can also apply for support.
What can be funded	Small grants (up to £10) for telephone pin credit, small grants (up to £50) for emergency one-off help with medical fees, school fees for children abroad. Support and advice, as well as small grants (one-off help of up to £40 for women ex-offenders who do not have access to benefits and are released into the community as part of our resettlement programme).
What is not funded	Any items that should be funded by HM Prison Service, non-essential items.
How to apply	Contact our organisation directly or contact our PFWP Hibiscus Project Workers as they visit the prisons.
Key dates	Any time of the year.
Policy on acknowledging correspondence	All correspondence will be acknowledged.
Notes	We work within all the female prisons.
Who to apply to	Either the Project Worker who visits the prison or FPWP Hibiscus
Address	Unit 12 Angel Gate 320-326 City Road
Town	London
County	
Postcode	EC1V 2PT
Phone	0207 278 7116
Email	fpwphibiscus@aol.com
Website Address	www.fpwphibiscus.org.uk

**FROM A GRANT
RECIPIENT**

"I don't have enough words to express to you all my gratitude. Hibiscus has been really kind, helpful, nice and friendly to me. Many thanks again for your help."

Organisation	HARDMAN TRUST
Name of grant/loan	Hardman Trust Award
Who can apply	Prisoners in the latter stages of long sentences who have made exceptional efforts towards their personal rehabilitation. Specifically, (i) Cat D male prisoners who are lifers, serving an IPP sentence or serving a fixed term sentence of 10 years or more; and (ii) female prisoners serving sentences of 7 years or more and who are within 3 years of their EDR.
What can be funded	An award in the form of a voucher with a cash value generally from £100–£700 that may be used for a wide variety of purposes (educational in the broadest sense) that will assist the applicant's rehabilitation.
What is not funded	Driving lessons for car or motorbike, clothing (unless specialist), furniture; medical expenses, travel costs to work placements, personal computers unless endorsed by the Governor or that are to be bought and used post-release.
How to apply	Download the application form from the website or ring or write to the Secretary. Prior to the selection meeting, eligible applicants are interviewed by an assessor. The award winners are chosen at either an April or October selection meeting.
Key dates	Completed application forms are received, November - February for the April Selection and May - August for the October Selection Meeting. For schedule of important dates, see website.
Policy on acknowledging correspondence	Soon after the Trustees have made their decision, all candidates are informed, whether or not they have been made an award.
Notes	The Secretary of the Hardman Trust is also the Co-ordinator of The Prisoner Funder Directory and The Prisoner Funder Forum. He can only respond to individual enquiries as to where it might be possible to find funding from other sources, by referring to this directory.
Who to apply to	The Secretary
Address	The Hardman Trust PO Box 108
Town	Newport
County	Isle of Wight
Postcode	PO30 1YN
Phone	01983 539373
Email	info@hardmantrust.org.uk
Website Address	www.hardmantrust.org.uk

**FROM A GRANT
RECIPIENT**

"I am writing to say thank you for the funding you made available to me – without your help I would not be in this position of almost completing my long-term aim of becoming a basic skills tutor."

Organisation	MATTHEW TRUST
Name of grant/loan	
Who can apply	Prisoners with mental illness. A few grants are made to prisoners each year.
What can be funded	A grant of around £70.
What is not funded	Lawyer's fees.
How to apply	Write in with details and reason for grant.
Key dates	
Policy on acknowledging correspondence	
Notes	Examples of recent awards: Mrs JG, was given a 12 month sentence: whilst in HMP her house was trashed and we helped to provide new furniture in time for her return home to make a fresh start. Mr JB, lived on the street, offended and was sent to HMP: his family severed contact and we helped with college fees for his rehabilitation. Mr DP developed an interest in art and we helped him with the cost of materials.
Who to apply to	Mrs Annabel Thompson
Address	Matthew Trust PO Box 604
Town	London
County	
Postcode	SW6 3AG
Phone	0207 736 5976
Email	matthewtrust@ukonline.co.uk
Website Address	www.matthewtrust.org

Organisation	OPEN UNIVERSITY STUDENTS EDUCATIONAL TRUST
Name of grant/loan	
Who can apply	Any prisoner engaged in Open University (OU) study who does not receive statutory funding (students generally eligible for statutory support for OU courses that lead to a first degree, see additional notes).
What can be funded	In particular a grant to cover the cost of OU post graduate study if first degree was taken with OU, undergraduate study if not eligible for other financial support, journals and equipment of direct relevance to a particular OU course including computer equipment.
What is not funded	Non OU study.
How to apply	Via an application form from OUSA that should be obtainable through the education department. You must contact the education department before you apply as you will need a letter of support from your education advisor. The completed signed off application form and letter of support should be returned to the address below.
Key dates	
Policy on acknowledging correspondence	
Notes	The Government via PET and the OLSU/OU will normally support undergraduate students who are prisoners, embarking on their first degree from the beginning by covering the entire cost of course fees. Foreign nationals are advised to seek advice before seeking funding for an OU course as special rules apply to them. The Government may also provide a grant of £250 for OU set books. OUSET also holds a small fund to be used specifically to support students on undergraduate music and fine art courses.
Who to apply to	Als Ryan, Secretary to the Trust
Address	OUSET PO Box 397
Town	Milton Keynes
County	
Postcode	MK7 6BE
Phone	01908 655748
Email	ouset@open.ac.uk
Website Address	www.open.ac.uk/ousa/ouset.php
FROM A GRANT RECIPIENT	<i>“My confidence has rocketed and I am quickly getting a taste and a hunger for education in prison.”</i>

Organisation**Name of grant/loan****Who can apply****What can be funded****What is not funded****How to apply****Key dates****Policy on
acknowledging
correspondence****Notes****Who to apply to****Address****Town****County****Postcode****Phone****Email****Website Address****PRISONERS EDUCATION TRUST**

Any sentenced prisoner; from prisons in England & Wales, including Young Offenders' Institutions. They should be able to complete their chosen course before release.

Grants for distance learning courses. Grants are rarely more than £500 though the Trust is willing to share the cost of more expensive courses with others. The Trust also makes small grants towards the cost of art materials.

The trustees prefer not to fund driving lessons. Applications for postgraduate courses are also difficult to fund.

Applications to the Trust must be made through the prison education department on the Trust's application form and accompanied by a letter from the prisoner and a recommendation by an authorised member of the prison education or advice staff. The prison is required to pay 10% towards the cost of any course provided (except OU courses funded from government funds). Trustees meet monthly; courses are ordered and paid for by the Trust and prisons invoiced quarterly for their 10%.

Applications should be sent by 1st of month.

The Trust aims to respond to all enquiries and applications as swiftly as possible. All applicants receive a letter telling them whether they have been successful or not. The application process may take up to 7-8 weeks.

The Trust runs other projects. We train prisoners to act as peer mentors to support distance learners in adult prisons in the South East and the East Midlands. Our 'Learning Matters' project promotes the importance of education and training in the successful resettlement of offenders to influence policy and debate.

The Prisoners Education Trust

**Wandle House
Riverside Drive**

Mitcham

Surrey

CR4 4BU

0208 648 7760

info@prisonerseducation.org.uk

www.prisonerseducation.org.uk

**FROM A GRANT
RECIPIENT**

"When I passed my first course (OU study), this gave me a sense of pride and confidence I have not had before – only with your help have I been able to do this and find that I really enjoy learning."

Organisation	STARTUP
Name of grant/loan	
Specific geographical area covered	England
Who can apply	Those who are nearing the end of their sentence or who have been recently released, would like to become self-employed and have an idea that they would like to develop. Currently we are focused on women with Startupnow for Women and hope to support men with Startupnow for Men by the end of 2011.
What can be funded	Startup provides a full suite of support to ex-offenders to help them become self-employed, including: business advice, access to financial services, ICT and peer mentoring. Funding is available for essential equipment or training.
What is not funded	
How to apply	Write to Gill Ryan at Startup with details of your current situation and your business idea.
Key dates	Apply at any time
Policy on acknowledging correspondence	All correspondence will be acknowledged.
Notes	Applications will be prioritised if supported by the prison, business education providers in prison, or partners such as probation, rehabilitation or resettlement agencies. We support Clients in a wide range of self-employment options including: Hair & Beauty, Catering, Gardening, Painting & Decorating, Cleaning and Photography but are happy to discuss all realistic ideas.
Who to apply to	Gill Ryan Client Support Manager
Address	The Granary Sandy Lane House
Town	Tiddington
County	Oxon
Postcode	OX9 7BN
Phone	01844 279 005
Email	gryan@startupnow.org.uk
Website Address	www.startupnow.org.uk

Organisation	SYDNEY BLACK CHARITABLE TRUST
Name of grant/loan	
Who can apply	Any prisoner.
What can be funded	Small grants for vocational training such as for example, forklift truck operator or hairdressing.
What is not funded	More expensive academic courses, clothing and personal items.
How to apply	By letter to the Trust.
Key dates	
Policy on acknowledging correspondence	
Notes	
Who to apply to	Mrs Crabtree
Address	The Sydney Black Charitable Trust 75 Home Park Road
Town	London
County	
Postcode	SW19 7HS
Phone	0208 946 1132
Email	
Website Address	

Organisation	WOMEN IN PRISON (WIP)
Name of grant/loan	BIS Educational and Material Bursary
Who can apply	All women in prisons and women ex-offenders in the community.
What can be funded	Awards are usually around £250 towards distance learning fees/college fees on day release or college in the community that are BIS approved. A £125 grant is available for course materials.
What is not funded	Courses that are offered by the prison education department.
How to apply	Women need to meet an Education Advisor during their routine prison visits to discuss their career plan and to devise an individual education plan (IEP). The application is discussed with the education department. Women may self refer to the project by letter, telephone or during WIP visits to the prison. Referrals are also made by outside agencies and prison staff. Successful applications are processed within two weeks of the initial IEP meeting.
Key dates	The grant is available all year
Policy on acknowledging correspondence	All applicants will receive a response to their request within 7 working days
Notes	In addition to funding, WIP offers a variety of other services to women prisoners including resettlement advice and support and a national magazine for women prisoners.
Who to apply to	Women in Prison Ltd
Address	Unit 10, The Ivories, Northampton St
Town	London
County	
Postcode	N1 2HY
Phone	0207 359 6674
Email	admin@womeninprison.org.uk
Website Address	www.womeninprison.org.uk

Organisation	WOMEN'S CAREERS FOUNDATION
Name of grant/loan	
Who can apply	Female only aged 21-55. Women prisoners within this age group can apply.
What can be funded	A one-off grant towards the costs relating to study courses. Examples of courses that we have funded include: film making, performing arts, carpentry, nutrition and marine science.
What is not funded	A second degree or PhD.
How to apply	In writing, enclosing a stamped addressed envelope. Please note: Applications will be automatically declined if the application has not been submitted the requested one year prior to support being needed.
Key dates	Applications <u>must</u> be made between 1 st September and 31 st January for the following academic year.
Policy on acknowledging correspondence	
Notes	Between 20-26 grants with an average value of £250 are made each year, very occasionally funding women prisoners.
Who to apply to	Mrs B Hayward, Secretary
Address	Women's Careers Foundation 2 Watchoak Blackham
Town	Tunbridge Wells
County	Kent
Postcode	TN3 9PT
Phone	
Email	
Website Address	

Voluntary Sector Funding Schemes

Regional & Local

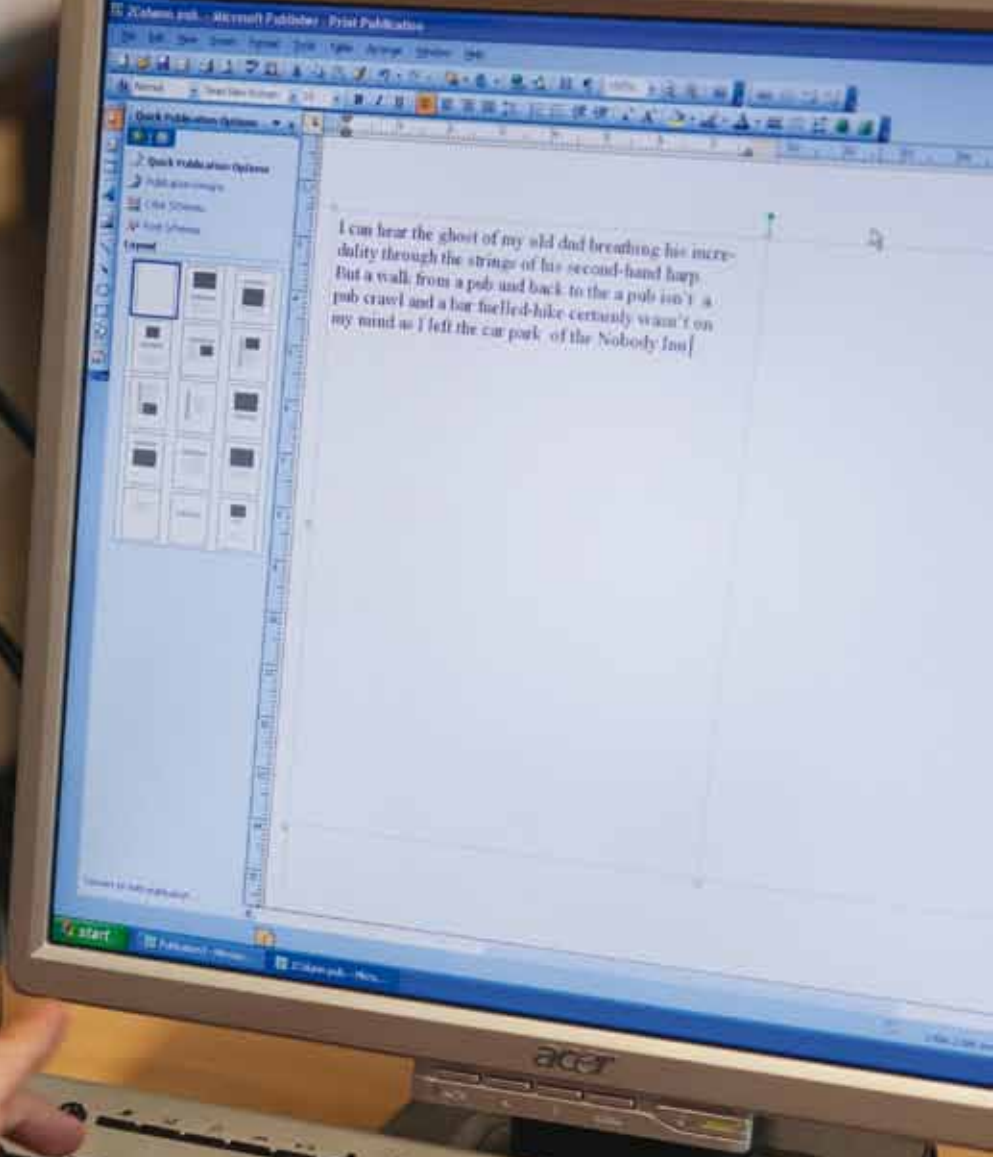
Organisation	BISHOP DAVID SHEPPARD TENTH ANNIVERSARY TRUST
Name of Grant/loan	
Specific geographical area covered	Anglican Diocese of Liverpool only.
Who can apply	Men & women over the age of 21 who are living within the Anglican Diocese of Liverpool and who are seeking a second chance of learning. The grants, which are not available to graduates, are to help people into training for jobs (e.g. HGV licence) or back into education if they have had a break from it due to various circumstances.
What can be funded	The books, equipment, stationery, etc that are required for the course either vocational or academic that the applicant is undertaking.
What is not funded	Fees for full time courses, childcare, travel.
How to apply	By application form submitted by individual directly to the administrator. All applicants are asked to come to see administrator for a short informal discussion. References are needed from College or Training Centre for course/training.
Key dates	Trustees meet two times in the year to make grants October and January/February. Cut off date for applications is usually ten days prior to the Trustees meeting.
Policy on acknowledging correspondence	Aim always to respond to correspondence.
Notes	Will fund men and women who have been released and living in the Anglican Diocese of Liverpool. The Anglican Diocese of Liverpool covers Liverpool, Southport, Kirkby, St Helens, Warrington, Ormskirk, Skelmersdale, Wigan & Widnes.
Who to apply to	The Administrator
Address	The Bishop David Sheppard Tenth Anniversary Trust c/o Diocese of Liverpool St James' House 20 St James Road
Town	Liverpool
County	
Postcode	L1 7BY
Phone	
Email	
Website Address	

Organisation	GREGGS FOUNDATION
Name of grant/loan	Hardship Fund
Specific geographical area covered	The North East only
Who can apply	The person in need (which may include ex-offenders) must live in the North East of England and be in extreme social need. Priority is given to children and families.
What can be funded	Grants of between £50-£150 and are given for essential items such as washing machines, cookers, furniture, fridges, carpets, decorating materials, baby equipment, clothing, school uniforms.
What is not funded	Payment of debts, rent bonds, computer equipment, sponsorship or overseas expeditions.
How to apply	Applications should be made on behalf of a client by a welfare agency, e.g., social services, probation service, citizen's advice bureau, victim support, health, disability and housing projects and other such organisations. The application form can be downloaded from our website.
Key dates	
Policy on acknowledging correspondence	
Notes	
Who to apply to	Trust Manager
Address	Greggs Foundation Fernwood House Clayton Road
Town	Jesmond
County	Newcastle upon Tyne
Postcode	NE2 1TL
Phone	0191 212 7626
Email	greggsfoundation@greggs.co.uk
Website Address	www.greggsfoundation.org.uk

Organisation	NORTHERN PINETREE TRUST
Name of grant/loan	Spirit of Enterprise Loan Fund
Specific geographical area covered	The North East only
Who can apply	Any person who has a disability or is disadvantaged in the labour market because of their health, circumstances or situation.
What can be funded	Business loans £1,000 - £5,000. Fixed interest rate currently 8.7% repayable over 3 years. Loans can be for capital, revenue /running expenses. In some circumstances we can provide a small business start up grant or help accessing other mainstream and specialist sources of loans and grants.
What is not funded	Anyone who resides outside the North East of England. Personal loans.
How to apply	Download an application form from our website or call on 0191 492 8219/15 and we will provide an application form.
Key dates	We offer a roll-on roll-off programme.
Policy on acknowledging correspondence	E mail, letter or telephone.
Notes	We can provide a range of business and enterprise programmes helping create an awareness about working for oneself as a work option through to coaching and mentoring to establish a business. This includes: An introduction to self employment or working for yourself Business start up information, advice, guidance Counselling to create a business idea and to turn the idea into a sustainable business Some businesses we've recently assisted include shoe-shine, executive chauffeur, health-care provider, florist, builder, retailer, horticulture/ gardening, caterer etc.
Who to apply to	Spirit Of Enterprise Loan Fund
Address	Spirit of Enterprise, c/o Northern Pinetree Trust The Pinetree Centre Durham Road
Town	Birtley
County	Durham
Postcode	DH3 2TD
Phone	0191 492 8219/15
Email	manager@pinetree-centre.co.uk or newdeal@pinetree-centre.co.uk
Website Address	www.northernpinetreetrust.co.uk or www.spiritofenterprise.info

Organisation	STANHOPE CASTLE SCHOOL CHARITABLE TRUST
Name of grant/loan	Stanhope Castle
Specific geographical area covered	County Durham and Darlington, Hartlepool, Redcar & Cleveland, Middlesbrough, Stockton, Gateshead, South Tyneside or Sunderland.
Who can apply	Young people (under 25 including those who are currently in YOIs or prisons anywhere in England or Wales) who are or have been in the care of County Durham and Darlington, Hartlepool, Redcar & Cleveland, Middlesbrough, Stockton, Gateshead, South Tyneside or Sunderland Local Authorities for at least six months.
What can be funded	Grants of up to £1,000 per person to support educational and training activities. These include: educational or tuition (including university) fees, study aids or equipment, i.e. books, subscription fees; training courses; bursaries to pay for young people to participate at a regional, national or international level in their chosen field; driving or motorbike lessons (maximum contribution £250) where you can prove either an extensive interest in car or motorbike mechanics or have been offered employment for which you will need a driving licence; educational trips will be considered but not Operation Raleigh type support.
What is not funded	Holidays, driving lessons where there is no actual job offer or active interest in mechanics, uniforms, clearance of arrears or debt, equipment that is not directly linked to training or educational provision, large capital items or hardship funds. Any activity that is the duty of a local authority to provide, anything that is retrospective.
How to apply	Application forms are available to download from the website or by calling the office. The application must be completed by the individual applying for the grant. If this is not possible, please ask someone else to help you e.g. your social worker or carer.
Key dates	Rolling programme – no deadlines.
Policy on acknowledging correspondence	Receipt of applications is not acknowledged, though applicants are welcome to call the office to make sure we have received their forms. Applicants will be contacted by phone during assessment process
Notes	Please complete the form as fully as possible, <u>particularly the budget section.</u>
Who to apply to	Brenda Dye
Address	County Durham Community Foundation Victoria House, Whitfield Court, St John's Road, Meadowfield
Town	Durham
County	
Postcode	DH7 8 XL
Phone	0191 378 6400
Email	brenda@cdcf.org.uk
Website Address	www.countydurhamcommunityfoundation.org.uk

Organisation	HARRY JAMES RIDDLESTON CHARITY OF LEICESTER
Name of grant/loan	
Specific geographical area covered	Leicestershire and Rutland only.
Who can apply	Applicants must be over 21 and under the age of 35 and may be ex-offenders or prisoners within days of their release provided they have a home in Leicestershire or Rutland.
What can be funded	An interest free loan to help start up a small business. Grants are not available.
What is not funded	
How to apply	Only if eligible according to the above criteria, contact the Charity at the address below.
Key dates	
Policy on acknowledging correspondence	Will always aim to respond.
Notes	
Who to apply to	Mrs Elizabeth Bass
Address	Harry James Riddleston Charity of Leicester 44 High Street
Town	Market Harborough
County	Leicestershire
Postcode	LE16 7AH
Phone	01858 463 322
Email	
Website Address	




I can hear the ghost of my old dad breathing his incredulity through the strings of his second-hand harp. But a walk from a pub and back to the a pub isn't a pub crawl and a lor fuelled-hike certainly wasn't on my mind as I left the car park of the Nobody Inn!

Organisation	SIR THOMAS WHITE LOAN CHARITY
Name of grant/loan	
Specific geographical area covered	Leicestershire and Rutland only.
Who can apply	Any prisoner on the verge of release and any ex-offender in the UK who is over 18 and under 35 who wishes to set up a business in Leicestershire or Rutland or undertake post-graduate study, who has a real need for loan charity funds and without which the project or study could not proceed.
What can be funded	Business loans up to £12,000, interest free for nine years. We also provide loans up to £5,000 interest free for graduates aged between 18 and 35 who have lived in Leicestershire or Rutland for five years and who are studying/wanting to study for a higher degree.
What is not funded	Only the above qualify for loans.
How to apply	Telephone us or visit our website for application details. You will need up to four guarantors for the loan, depending on the amount of the loan. Once completed, return the application form. An interview will be arranged with a small group of Trustees so you can explain why you require the loan. If you are successful you and your guarantors will sign a joint and several bond. There is a payment free period of 3 years and then the loan must be repaid by equal monthly instalments over the remaining 6 years with no interest charged.
Key dates	Interviews take place in February, May, August and November. Applications are required at least four weeks prior to the interview dates.
Policy on acknowledging correspondence	We aim to acknowledge all correspondence.
Notes	Some businesses we've recently assisted include, coffee house, florist, shoe retailer, costume designer, electrician, hairdresser, chiropodist, restaurant, plumber, accountant and landscape gardener.
Who to apply to	Miss Barbara Amos
Address	Sir Thomas White Loan Charity 1 Mill Lane
Town	Leicester
County	
Postcode	LE2 7HU
Phone	0116 204 6620
Email	barbara.amos@stwcharity.co.uk
Website Address	www.stwcharity.co.uk

Organisation	W E DUNN CHARITABLE TRUST
Name of grant/loan	
Specific geographical area covered	West Midlands only
Who can apply	Any prisoner in the West Midlands.
What can be funded	A grant normally around £100 in value towards the cost of education courses.
What is not funded	No specific exclusions.
How to apply	Applications should be made directly to the Trust office and should be endorsed by someone of standing within the prison. If a grant is agreed by the Trustees, cheques will only be made payable to the endorsing body.
Key dates	
Policy on acknowledging correspondence	The Trustees meet every fortnight to discuss individual applications and it is the policy of the Trust to reply to applications whether successful or not.
Notes	
Who to apply to	A H Smith Esq
Address	W E Dunn Charitable Trust 30 Bentley Heath Cottages Tilehouse Green Lane
Town	Knowle, Solihull
County	West Midlands
Postcode	B93 9EL
Phone	01564 773 407
Email	
Website Address	

**FROM A GRANT
RECIPIENT**

"I've now completed my assignment. I'll let you know how I do throughout. Once again very many thanks."

Organisation	BUCKS ASSOCIATION FOR THE CARE OF OFFENDERS (BACO)
Name of grant/loan	
Specific geographical area covered	Buckinghamshire
Who can apply	Serving prisoners in Buckinghamshire prisons, HMP Grendon and Springhill, HMP/YOI Aylesbury, HMP Woodhill and ex-offenders on probation in Bucks.
What can be funded	Education needs, trade tools/clothing, work training, clothes, household needs on release, travel costs.
What is not funded	What is already funded by the Prison/Probation Services.
How to apply	By email or in writing. Grant applications should be supported by a prison officer/probation officer.
Key dates	May apply any time during the year.
Policy on acknowledging correspondence	All application from those eligible to apply will be acknowledged.
Notes	 <p>BACO has recently received The Queen's Award for Voluntary Service.</p>
Who to apply to	BACO Grants Secretary
Address	BACO (Bucks Association for the Care of Offenders) Foundation House 119A Bicester Road
Town	Aylesbury
County	Buckinghamshire
Postcode	HP19 9BA
Phone	
Email	grants@baco.org.uk
Website Address	www.baco.org.uk

**FROM A GRANT
 RECIPIENT**

"I would like to take the chance to thank you. My family also thank you as it will mean I can travel with ease to see them, benefiting everyone. Keep up the good work and I pray you continue to bring light into peoples' lives as you have mine."

Organisation	DAVID ISAACS FUND
Name of grant/loan	
Specific geographical area covered	Inner London only
Who can apply	Men and women suffering financial hardship who come to the notice of a District Judge or Coroner, presiding at an Inner London or City of London Court.
What can be funded	Grants for furniture and domestic items, usually obtained from charity sources. Clothing from value for money stores such as Primark, Matalan, George at Asda. Tools, training courses and second-hand computers, which could lead to employment. Any applications over £300 have to go before the Grants Committee.
What is not funded	
How to apply	Contact the Secretary with a request for an application form. It is helpful if an estimate of individual costs is provided on the application form before it is submitted to a District Judge or Coroner.
Key dates	
Policy on acknowledging correspondence	The Secretary will acknowledge receipt of application form signed by District Judge or Coroner. Cheque will be sent to applicant's organisation by the Treasurer of the Fund.
Notes	Applicants will not be given cash, rather the organisation supporting the application will arrange payment to the supplier.
Who to apply to	Henry J Parker Esq.
Address	David Isaacs Fund The City of Westminster Magistrates Court 181 Marylebone Road
Town	London
County	
Postcode	NW1 5BR
Phone	0207 805 1133
Email	
Website Address	

**FROM A GRANT
 RECIPIENT**

"Thanks for your generosity. I now have carpet in my bedroom and my front room for the first time in three years. I can't convey how happy this has made me feel and how this has improved the quality of my life."

Organisation	DRESS FOR SUCCESS – LONDON
Name of grant/loan	
Specific geographical area covered	London
Who can apply	Women in need of suitable clothing for interview, including women offenders and ex-offenders in prison or living in or close to London
What can be funded	Suitable clothes for interview.
What is not funded	
How to apply	Via partner organisations such as job centres, job training programmes or for example via the job club at HMP East Sutton Park.
Key dates	
Policy on acknowledging correspondence	
Notes	In addition to our interview suiting programme, clients are offered additional clothing to create an appropriate workplace wardrobe upon securing employment. Dress for Success London offers one to one CV writing skills and mock interview sessions, a variety of workshops and a mentoring programme.
Who to apply to	Dress for Success – London
Address	Unit 2 83 Shepperton Road
Town	London
County	
Postcode	N1 3DF
Phone	020 7288 1770
Email	london@dressforsuccess.org
Website Address	www.dressforsuccess.org/london

**FROM A GRANT
RECIPIENT**

“I would like to say a big thank you to all the staff. You have all been terrific. Without your help I probably wouldn’t have got my job which is my future.”

Organisation	ROYAL LONDON SOCIETY
Name of grant/loan	EaST Grants (Employment & Skill Training)
Specific geographical area covered	London and the South East
Who can apply	Prisoners serving in London or South East prisons or prisoners intending to live in London or South East on release or ex-offenders living in London or South East supervised by Probation Service.
What can be funded	Grants to be used for Vocational, Employment and Skill Training that will significantly increase or secure employment opportunities. "Tools of Trade" and "Travel to Work" grants are considered where appropriate; some grants are of a therapeutic nature.
What is not funded	Accommodation costs including rent or deposits, debts, loans or fines of any kind, household/domestic items, computer equipment unless employment related, driving lessons unless employment related, personal clothing unless employment related, Open University or distance learning unless employment related.
How to apply	Application Forms together with current guidelines and timetables are available as a "download" via the Royal London Society web site. www.royallondonsociety.org.uk Completed applications must also include letters of reference from an independent person(s) in the prison, i.e. Wing Officer or Personal Officer and also be supported by Education/Resettlement Teams. Applications from those not in prison must be supported by Probation/Supervisory Officers or other community agencies.
Key dates	See web site for details of closing dates, there are four reviews each year.
Policy on acknowledging correspondence	All applications are acknowledged and given a confidential reference number which should be quoted in subsequent correspondence and/or telephone contacts. All applicants are notified of the outcome of their application.
Notes	
Who to apply to	Grant Administrator
Address	Royal London Society 71a Knightsbridge
Town	London
County	
Postcode	SW1X 7RB
Phone	01622 230 737 or 07958 234 797
Email	office@royallondonsociety.org.uk
Website Address	www.royallondonsociety.org.uk

Organisation	SCOTSCARE
Name of grant/loan	
Specific geographical area covered	Anywhere up to 35 miles away from Charing Cross in Central London.
Who can apply	Prison Support Staff or Probation Officers on behalf of prisoners or ex-offenders who are first or second generation Scots and currently living within 35 miles of Charing Cross.
What can be funded	Training that leads to employment or the possibility of employment, clothing for job interviews, household goods, student grants, funds for any other purpose can be discussed with the duty worker.
What is not funded	
How to apply	You may apply direct or via a referral from your support worker. It is probably best to ring the freephone number below to check for your eligibility and on how to follow through the application process.
Key dates	ScotsCare operates a rolling grant making programme.
Policy on acknowledging correspondence	
Notes	
Who to apply to	ScotsCare
Address	37 King Street Covent Garden
Town	London
County	
Postcode	WC2E 8JS
Phone	020 7240 3718 or freephone 0800 652 2989
Email	dutyworker@scotscare.com
Website Address	www.scotscare.com

Organisation	SHERIFFS' AND RECORDER'S FUND
Name of grant/loan	
Specific geographical area covered	Greater London only.
Who can apply	Ex-offenders and offenders serving community sentences under licence in Greater London or dependants of offenders resident in Greater London.
What can be funded	Small grants (usually between £100 and £400). Grants for training, tools of a trade, welfare, including household equipment, white goods, furnishings and clothing.
What is not funded	Only within the above criteria. Outstanding debts, rent, items covered by the NHS such as spectacles are specifically not funded.
How to apply	By application form, from Probation Officers (or other Social Workers). Individuals cannot apply directly.
Key dates	
Policy on acknowledging correspondence	
Notes	We accept funds from grant making trusts to enable us to help more individuals through their probation officers.
Who to apply to	The Administrator
Address	Sheriffs' and Recorder's Fund Central Criminal Court Old Bailey
Town	London
County	
Postcode	EC4M 7BS
Phone	0207 248 3277 (Tuesdays and Wednesdays 10am to 5pm, only)
Email	secretary@srfund.net
Website Address	www.srfund.org.uk

**FROM A GRANT
RECIPIENT**

"Thank you and the Sheriffs' and Recorder's Fund for your generous gift enabling me to replace my lost driving licence and purchase much needed clothes. I have now gained employment and am reintegrating back into mainstream society."

Organisation	SIR JOHN AND LADY HEATHCOAT AMORY'S CHARITABLE TRUST
Name of grant/loan	
Specific geographical area covered	HMP The Verne only.
Who can apply	Prisoners at HMP The Verne
What can be funded	Small grants usually not more than £50, to help with educational courses or equipment.
What is not funded	
How to apply	By a letter to the address below.
Key dates	
Policy on acknowledging correspondence	Letters are answered always as soon as possible.
Notes	
Who to apply to	Lady Amory
Address	Sir John and Lady Heathcoat Amory's Charitable Trust The Island Lowman Green
Town	Tiverton
County	Devon
Postcode	EX16 4LA
Phone	
Email	
Website Address	

**FROM A GRANT
RECIPIENT**

"Thank you so much – you have been wonderful and supportive towards my future."

Organisation	FREDERICKS FOUNDATION
Name of grant/loan	Business start-up microloan
Specific geographical area covered	Surrey, Sussex, Hampshire, Isle of Wight, Kent, Berkshire, Buckinghamshire, Milton Keynes, Oxfordshire, Wiltshire, Gloucestershire, Dorset, Devon and Somerset.
Who can apply	Prisoners with a business idea who will be setting up a business in any of the areas covered and who have been declined a loan by a mainstream lender.
What can be funded	Funds to cover expenses required to set a business provided in the form of a business loan to be repaid within a period of one to three years.
What is not funded	Training and funding for certain ineligible types of business.
How to apply	Application Form and list of requirements is available from the website: www.fredericksfoundation.org or by request from the office on 01276 472722. Applicants will be required to provide a business plan and cashflow forecast as well as financial and identity documentation. Applications will initially be assessed by professional advisors and may subsequently be referred for panel discussion. Maximum Loan: £10,000 (average loan size: £3,500) Interest rate: on application
Key dates	
Policy on acknowledging correspondence	
Notes	
Who to apply to	Fredericks Foundation
Address	Fredericks House 39 Guildford Road Lightwater
Town	Surrey
County	GU18 5SA
Postcode	01276 472 722
Phone	mailto:fredericksfoundation.net
Email	www.fredericksfoundation.org
Website Address	
FROM A GRANT RECIPIENT	<i>“Following receipt of my application my Fredericks Foundation Client Manager spent a great deal of time helping me with my business plan and cashflow. The ongoing support I still receive from Fredericks is vital to the continuing success of my business.”</i>

Organisation	BLANTYRE HOUSE VOCATIONAL FUND
Name of grant/loan	
Specific geographical area covered	HMP Blantyre House only.
Who can apply	Prisoners at HMP Blantyre House.
What can be funded	Courses and vocational training.
What is not funded	Clothing and welfare.
How to apply	Visit the Information, Advice and Guidance office within the prison and a staff member will guide you through the process.
Key dates	Applications received at any time and held by IAG department until the next interview date.
Policy on acknowledging correspondence	IAG department deal with all correspondence relating to interviews and outcome of applications.
Notes	Subject to funds being available, the BHVF interview applicants on a quarterly basis and may match fund up to £500. Funding for driving lessons is limited to match funding of £250.
Who to apply to	Mrs Jackie Winner
Address	HMP Blantyre House Horden Goudhurst
Town	Cranbrook
County	Kent
Postcode	TN17 2NH
Phone	01580 213 327
Email	jackie.winner@hmps.gsi.gov.uk
Website Address	

Organisation	ISLE OF WIGHT RURAL COMMUNITY COUNCIL
Name of grant/loan	Helping Hands Grant
Specific geographical area covered	Isle of Wight only.
Who can apply	Ex-offenders who return to live on the Isle of Wight.
What can be funded	Small grant max £50 that can be used for various purposes, for example, clothing.
What is not funded	Rent, or retrospective funding.
How to apply	Only through a statutory agency such as probation, Wessex Youth Offending Team, or Isle of Wight Social Services.
Key dates	Assessed weekly.
Acknowledgements	All applications are acknowledged through the submitting agency.
Notes	
Who to apply to	Isle of Wight Rural Community Council
Address	3 Langley Court Pyle Street
Town	Newport
County	Isle of Wight
Postcode	PO30 1LA
Phone	01983 524 058
Email	mail@iwrcc.org.uk
Website Address	www.iwrcc.org.uk



*Working with the teacher in class.
HMP The Mount*

Organisation	SURREY CARE TRUST
Name of grant/loan	Crisis Grants
Specific geographical area covered	Surrey only
Who can apply	A referring officer from Surrey County Council's Services for Families, Surrey Primary Care Trust or Surrey Probation on behalf of any man or woman recently released from prison who is living in Surrey.
What can be funded	A Crisis Grant is generally in the range of £100– £200 towards the cost of training courses, travel expenses, clothing or equipment for work etc.
What is not funded	Under no circumstances will grants be given: (1) when applications are made in respect of an educational course which should normally be funded by the Local Authority. This would include correspondence courses. (2) for outstanding bills (fuel/utility), rent arrears, bad debts, holidays, respite care, funeral expenses, deposits to secure rented accommodation, removal expenses, court fines, items or services which need funding on an ongoing and continual basis.
How to apply	Applications will only be accepted on an official Crisis Grants Application Form, which has been submitted via a referring officer from one of the agencies listed above. Applications are to be completed in full, be specific and must include details of costs. Applications will be looked at more favourably if they contain evidence of cost effectiveness. Receipts must be provided. Cheques cannot be made payable to the recipient but will be made payable to the referring agency, shop, college, retailer or other official body.
Key dates	Applications are received at any time. Crisis Grants aims to make a decision on an award within three working days.
Policy on acknowledging correspondence	
Notes	
Who to apply to	Georgina Waters
Address	Surrey Care Trust 1 Old Elstead Road
Town	Milford
County	Surrey
Postcode	GU8 5EE
Phone	01483 412 760
Email	georgina.waters@surreycaretrust.org.uk
Website Address	www.surreycaretrust.org.uk
FROM A GRANT RECIPIENT	<i>"Thank you for your ongoing support, Nick can now complete his fork lift training."</i>

ORGANISATIONS THAT PROVIDE INFORMATION OR ADVICE ON A RANGE OF MONEY MATTERS

Organisation

(THE) CITIZENS ADVICE BUREAU

'I wouldn't have been able to sort out my problems without the bureau. I feel more confident about release now because I know there is help outside.' (prisoner)

The Citizens Advice Bureau, (CAB), service provides free, independent, confidential and impartial advice to everyone on their rights and responsibilities. It values diversity, promotes equality and challenges discrimination. The CAB service aims to provide the advice people need for the problems they face, and to improve the policies and practices that affect peoples lives. Bureau workers give generalist and holistic advice and can also access specialist help for example from solicitors, immigration officers and housing departments. Some bureau have specialist debt workers and some offer 'Financial Skills for Life' short courses on how to manage your money. CABs deliver advice face to face, as well as by telephone, and email. The Service also provides advice through Adviceguide, at www.adviceguide.org.uk including a series of fact sheets specially developed for prisoners.

There is a network of 382 CAB across England and Wales working in over 3,500 high street and other locations, including prisons, bail and probation hostels and county courts. Currently, CAB provide advice in 43 prisons, and 29 CAB provide advice to people on probation and a further 24 CAB provide advice to ex-offenders. If you want to get advice post release, it is best to go to your local CAB branch and find out how their system works. It may have a drop in or an appointment session or a mixture of both and there should be a leaflet describing this. What you choose to disclose will be treated according to the Citizens Advice policy on confidentiality. The aim is for all those who walk in seeking advice to feel included, never excluded.

Information about the contact details for local Citizens Advice Bureau branches are listed on the Citizens Advice national website or under 'C' in the phone book.

Website address

www.citizensadvice.org.uk

Organisation

CRISIS

Crisis maintains a database of voluntary sector organisations and local authorities that operate private rented sector access schemes for people who wish to rent in the private sector but are unable to find a deposit or rent in advance. Go to <http://www.privaterentedsector.org.uk/schemes.asp> to find details of other schemes around the UK.

If there is not a scheme in your area or you do not fit their specific client criteria, your local Citizens Advice Bureau may know of other private rented sector access schemes and your local council may also be able to help.

**Organisations that Provide Information or Advice
on a Range of Money Matters****Organisation****JOBCENTRE PLUS**

A Jobcentre Plus Prison Surgery Advisor is generally available to see individual prisoners or groups of prisoners at certain times during the week or month to give information and advice regarding:

- any training and any employment/work related enquiry that relates to getting him/her back into mainstream employment, as well as
- any enquiries relating to benefits, allowances and grants.

To find out whether a Jobcentre Plus Prison Surgery Advisor visits your particular establishment, speak to an officer who has particular responsibility for resettlement.

Organisation**LEICESTER CHARITY LINK**

LCL provides an expert gateway to the many charities that exist to help people in need in Leicestershire and Rutland. Through this service they link these charities to applicants in order to obtain “one-off” grants to help relieve hardship. These grants are used to provide people in need with essential items such as clothing, beds, cookers and other household goods. Probation officers or other support workers acting on behalf of offenders and ex-offenders living in Leicestershire and Rutland, may access our service by completing an application form which can be downloaded from our website.

Leicester Charity Link
20a Millstone Lane
Leicester
LE1 5JN

Phone

0116 222 2200
(between 9am and 12 noon and 2pm and 4.30pm, weekdays.)

Email

info@charity-link.org

Website address

www.charity-link.org

**Organisations that Provide Information or Advice
on a Range of Money Matters****Organisation****NIACE - NATIONAL INSTITUTE OF ADULT CONTINUING
EDUCATION**

Seeks to promote offender learning.

NIACE has a range of resources to help and inform an offender. They are very diverse from E-learning Guides to money management products, help and advice about becoming self-employed or an introduction to a great range of 'Quick Reads'.

The financial literacy products are particularly popular.

'Let's Talk About Money – Your Money Guide' aims to help offenders and their family get to grips with some of the basics of money and gives some guidance on how best to manage it so that they can make the most of what they have. **www.letstalkaboutmoney.org.uk**

A prison sentence should not be a barrier to an offender considering being self-employed, 'Let's Talk about Self Employment' **www.letstalkaboutselfemployment.org.uk** offers help, advice and sign posting to organisations who can offer assistance just before and on release.

'Thinking About how to manage your money' is specifically for young offenders. There is a range of animations that cover a number of scenarios that a young offender will experience, in and outside of prison, with supporting information.

www.niace.org.uk/development-research/k2-project

All of the guides have very good websites with download facilities that are available via the Virtual Campus. They focus on the financial needs of offenders in a number of different situations and are particularly helpful during the resettlement period of a sentence.

To find out more about these and other NIACE's products contact

Website address

www.niace.org.uk

**Organisations that Provide Information or Advice
on a Range of Money Matters*****Organisation*****(THE) NATIONAL OFFENDERS FAMILIES HELPLINE**

Provides information and support for families of offenders from the point of arrest to release across England and Wales.

All calls are free from landlines and mobiles, and confidential. Callers can also access a translation service.

The helpline can give information about many issues related to imprisonment including signposting worried families who are looking for funding for ex-prisoners on release.

The helpline can also give financial information to families when their situation changes if for example their partner is imprisoned. This includes information and signposting to organisations that can help ex-offenders get a bank account and ex-offenders and their families, insurance.

Phone

0808 808 2003
Mon - Friday 9am - 8pm
Sat and Sun 10am - 3.30 pm

Email

info@offendersfamilieshelpline.org

Website address

www.offendersfamilieshelpline.org

**Organisations that Provide Information or Advice
on a Range of Money Matters****Organisation****SSAFA FORCES HELP**

The Soldiers, Sailors, Airmen and Families Association (SSAFA) Forces Help is the National Charity helping and supporting those who serve in our Armed Forces, those who used to serve and the families of both. One day's paid service in any of our Armed Forces is all that is needed to qualify for assistance from SSAFA Forces Help. This includes those who serve in our Reserve Forces and anyone who did National Service as well as the spouses, ex-spouses, widows and widowers, and dependents of those who have served.

We act as a case-working charity between client and service benevolent funds to raise funds for particular needs and signpost on to other relevant organizations where necessary.

We CAN help with: immediate needs; household items; essential items; help towards training costs; help towards work equipment; priority debts.

We CANNOT help with: quality of life items; cash grants. We do not have accommodation, but can provide support and advice in this area if required. This is not something we can guarantee however.

**SSAFA Forces Help
Welfare Department
19 Queen Elizabeth Street
London
SE1 2LP**

Phone

0845 1300 975

Website addresswww.ssafa.org.uk

**Organisations that Provide Information or Advice
on a Range of Money Matters****Organisation****UNLOCK The National Association of Reformed Offenders**

UNLOCK is an independent charity and membership organisation, led by reformed offenders. Their vision is equality for reformed offenders. They aim towards a society in which reformed offenders are able to fulfil their positive potential through equal opportunities, rights and responsibilities.

They provide a trusted, flexible and high-quality information & advice service to help reformed offenders overcome the barriers that past convictions may cause. This includes planning for resettlement and tackling the discrimination that reformed offenders face. As a small charity, they do this primarily through their online information hub, which includes detailed advice, resources, publications and links to specialist organisations, as well as the ability to ask questions of the online community. Outstanding queries can be dealt with via email, telephone and letter.

They develop and deliver innovative projects to demonstrate how problems can be solved, run campaigns that seek to change discriminatory laws, policies, practices and attitudes, and act as a channel for the voices of reformed offenders to influence policies, practices and attitudes.

They also produce a monthly newsletter, The Record, which is a free monthly publication for reformed offenders sent out to members by email. In addition, they set up and run the Members' Forum, which is a moderated online discussion area for reformed offenders to ask questions, share experiences and support one another through the difficulties and discrimination that having a criminal record can cause.

Please note: UNLOCK are not a funding organisation – they are unable to make financial awards of any kind.

UNLOCK
35a High Street
Snodland
Kent
ME6 5AG

Phone 01634 247 350

Fax 01634 247 351

Email enquiries@unlock.org.uk (for general queries)
advice@unlock.org.uk (for advice)

Website address www.unlock.org.uk or forum.unlock.org.uk

**Organisations that Provide Information or Advice
on a Range of Money Matters****Organisation****VETERANS AID**

"I have been under the umbrella of Veterans Aid for only a few short months, however it has made an impression on me that will last a lifetime. The staff offer good practical advice and the odd case of hard reality when required but nothing is too much hard work or trouble. I've found the warm welcome after the harsh realities of homelessness is almost like coming back among friends and family."

Veterans Aid provides assistance to all ex-service men and women who are homeless or about to become so. Any ex-service man, woman and ex-Merchant Navy person may apply for help. We can provide accommodation, food, clothing, travel, training and help with job searches. The ex-service person or the support staff can apply by contacting Veterans Aid direct by telephone or email. We like to act with speed and keep bureaucracy to a minimum. Help is swiftly given at any time of the year.

If you prefer to call in to Veterans Aid at the address below, the opening times are as follows: Monday to Thursday 8.30 – 3.30
Friday 08.30am – 1.30pm.

Veterans Aid
40 Buckingham Palace Road
Victoria
London
SW1W 0RE

Phone 020 7828 2468

Freephone 0800 012 6867

Email info@veterans-aid.net

Website address www.veterans-aid.net

OTHER FUNDING DIRECTORIES, FUNDER DATABASES AND SOME OTHER FUNDING SOURCES

A variety of fund-raising directories can be found at:

Organisation

DIRECTORY OF SOCIAL CHANGE (DSC)

**24 Stephenson Way
London
NW1 2DP**

Phone

020 7391 4800

Email

info@dsc.org.uk

The two which may be of particular help are, The Guide for Individuals in Need 2011/12 and The Educational Grants Directory 2011/12.

DSC directories can also be purchased online at **www.dsc.org.uk**

If you are in London you might wish to visit the small resource centre at the DSC and do your own research from the directories which are available there for public use. Opening times can be found on the DSC website.

Organisation

TURN2US

This online directory of potential funders is easy to use and includes small funders who may provide grants to individuals in need according to geographical location or previous employment. The online directory also has a tool that enables the user to determine his/her state benefit entitlement.

Website address

www.turn2us.org.uk

Two other online directories you may wish to try:

Advice Resources Funding Directory.

www.adviceresources-fundingdirectory.co.uk

Family Action's educational grants database.

www.family-action-trustsearch.org.uk

OTHER PLACES TO LOOK

Directories that offer guidance on how to find funds for students or for individuals in need may also be available to the public in the reference section of your public library. Your local Council for Voluntary Services (CVS) or Rural Community Council (RCC) may have an advisor who can help direct you to possible funding sources. Your local CVS or RCC may also have funding databases that are accessible to the public.

**OTHER POSSIBLE PLACES TO GO TO FIND SMALL SCALE
FUNDING SUPPORT**

If you know where you will be when you are released from prison, then think about seeing if your local faith community (church/mosque/synagogue/temple etc.) can help you by providing some material assistance either directly or by putting you in contact with some affiliated charity.

It may be worth speaking to one of your prison chaplains before you are released, to ask for the name of a minister and to write with your request ahead of your release. If you decide to write to the minister you might ask for example if they know of anyone who will help provide some smart job interview clothing or some specific furnishing for your house or flat. Don't be shy to ask the minister for whatever it is you think you will need to aid you in your resettlement. He or she may be able to help.....at worst they can only say no!

ORGANISATIONS THAT DO NOT MAKE GRANTS TO INDIVIDUAL PRISONERS

Organisation	Comment
Acorn Trust	This Trust is no longer in existence and all funds have been distributed.
Albany Visual Arts Awards	All funds already allocated therefore no funds available
Alchemy Foundation	Does not make grants to individual prisoners.
Aldo Trust	Now gives through the DofE Awards and through other charities that help prisoners.
Alexis Trust	No longer gives to prisoners.
Allen Lane Foundation	Does not make grants to individuals.
Ashden Trust	Has ceased to exist.
Avenue Trust	All funds already allocated therefore no funds available.
Barbed – Voluntary Deductions Fund	Has ceased to exist.
Baring Foundation	Does not give to prisoners.
Barony Charitable Trust	Do not give to prisoners.
Beatrice Laing Trust	Laing Trusts do not give directly to prisoners.
Birds Charity	Does not offer funding to prisoners.
British Telecom	Does not fund individuals.
Bromley Trust	Does not give directly to prisoners however funds a number of charities in the penal sector.
Calouste Gulbenkian Foundation	Does not give to individuals.
City Parochial Foundation	Does not offer funding to individuals.
Crafts Council	Does not give grants to individuals.
Cripps Foundation	Do not fund individuals.
D'Oyly Carte Charitable Trust	Do not fund individual prisoners though have supported Koestler Awards over many years.
Dathcelor Trust (now the Clothworkers)	Do not give to individuals.
Elsie Talbot Bridge Will Trust	Does not give to individual prisoners.
Esso Petroleum UK	Does not provide grants to prisoners.

Organisations that Do Not Make Grants to Individual Prisoners

Fox Memorial Trust	Has ceased to exist.
Fund for Human Need	Do not fund prisoners. Limited funds available for asylum seekers & homeless as well as a few personal distress grants.
Gane Charitable Trust	No longer fund individual prisoners.
Gilchrist Educational Trust	Does not fund individual prisoners.
Goldsmiths Company Charity	Does not give directly to prisoners.
Haywood Rheumatism Research and Development Foundation	As the name suggests, only funds rheumatism research.
Hilda Martindale Charitable Trust	No longer funds individual prisoners.
Hilden Charitable Trust	Does not give grants to individuals.
Holly Hill Charitable Trust	Does not provide grants to individuals.
Hugh Gaitskell Education Foundation	Has ceased to exist.
J Anthony Clark Charitable Foundation	Has ceased to exist.
Jesse Spencer Charitable Trust	No longer gives directly to individual prisoners. Remains supportive of Trusts that support prisoners.
Jill Franklin Trust	No longer gives directly to individual prisoners. Now gives through another charity.
John Ellerman Foundation	No grants to individuals.
Laura Ashley Foundation	Does not make grants to prisoners.
Leicester General Charities	Letter returned by Royal Mail. Unable to deliver to address given.
Lloyds Bank Charitable Trust	Has ceased to exist.
Lyndhurst Settlement	This settlement having distributed all its funds has been wound up.
Mackintosh Foundation	Does not give to individuals.
Mary Kinross Charitable Trust	Does not make grants to individuals.
Morris Leigh Foundation	Don't accept applications from prisoners.
Nancy Balfour Trust	Has ceased to exist.
Newby Trust Ltd	No longer gives directly to individual prisoners.
Norton Trust	Has ceased to exist.
Ormiston	Does not fund individuals.

Organisations that Do Not Make Grants to Individual Prisoners

Paul Hamlyn Foundation	Does not give grants to individual prisoners.
Paul Stephenson Memorial Trust	No longer gives directly to prisoners.
Perry Fund	Has ceased to exist.
Pinkney Charitable Trust	Has ceased to exist.
Priory Foundation	Does not encourage unsolicited approaches.
Richard Newitt Fund	No longer gives to individuals. Now gives to a number of University hardship funds.
Rosalind Franklin Bequest	Has ceased to exist.
Saxham Trust	No longer gives directly to individual prisoners. Now gives through another charity.
Sir Halley Stewart Trust	Does not fund individual prisoners.
Sir John Cass's Foundation	Does not give directly to individual prisoners. Now gives through another charity.
Sure Foundation	No longer makes grants to prisoners
Swan Mountain Trust	No longer gives directly to individual prisoners. Now gives through another charity.
Talbot House Trust	Does not fund individual prisoners.
Thomas Wall Trust	Supports a number of charities that run projects in the field of prisoner education however the Trust does not make grants directly to prisoners.
Vandervell Foundation	Now gives through other charities that help prisoners
Wates Foundation	Does not give directly to prisoners however do fund a large number of projects within the criminal justice system. For further information visit www.watesfoundation.org.uk
William Johnston Trust Foundation	Funds are fully committed and are likely to be for some time.



THE PRISONER FUNDER FORUM - STATEMENT OF PURPOSE

1. The Prisoner Funder Forum (PFF) is an informal group of charities which makes grants/bursaries/awards for individual prisoners.
2. Membership is open to any charity that assists prisoners as defined in (1) as a part of, or all of, their charitable activity.
3. The objectives of the Prisoner Funder Forum are:
 - to ensure that prisoners and those assisting them have access to up-to-date information about appropriate charitable funding;
 - to reduce the number of inappropriate applications received by members;
 - to discuss grant making practice and look at examples of good practice;
 - to avoid, where possible, duplication of effort;
 - to undertake any activity in pursuit of the above objectives as may from time to time be appropriate.

The Prisoner Funder Forum normally meets twice a year (during May and November) and is co-ordinated on a voluntary basis by the Secretary of the Hardman Trust.

If you would like to know more about the Forum, please contact the Hardman Trust.

Email

info@hardmantrust.org.uk

LIST OF ORGANISATIONS THAT MAY PROVIDE SOME FORM OF MATERIAL SUPPORT SPECIFICALLY FOR WOMEN OR YOUNG PEOPLE

WOMEN ONLY

Dress for Success - London
Female Prisoners Welfare Project/Hibiscus
Society for Promoting the Training of Women
Women in Prison (WIP)
Women's Career Foundation

YOUNG PEOPLE ONLY

Construction Youth Trust
(The) Duke of Edinburgh's Award
Buttle UK
Lawrence Atwell's Charity
Prince's Trust
Stanhope Castle School Charitable Trust

EX-OFFENDERS ONLY

Bishop David Sheppard Tenth Anniversary Fund
Crisis
Family Action
Greggs Foundation
Harry James Riddleston Charity of Leicester
Housing the Homeless Central Fund
Northern Pinetree Trust
Isle of Wight Rural Community Council
Sir Thomas White Loan Charity
Surrey Care Trust

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THE PRISONER FUNDER DIRECTORY PROVIDES A VALUABLE SERVICE AT A VERY MODEST COST.

The Directory is an extremely useful publication for serving prisoners and ex-offenders alike. By bringing together such a wealth of useful information, it not only contributes towards empowering individuals to take control of their own affairs, but also supports those organisations who provide information and advice to people with convictions by providing a one-stop-shop for funding information. The impact that such a resource can have on those who are in desperate need of high quality information should not be underestimated.

**Chris Stacey, Head of Projects & Services, UNLOCK,
The National Association of Reformed Offenders.**

I am more than willing to make a small donation towards the 2011 copy out of my private cash.....I had no idea of the amount of help that was possible. This is one of my main worries on release; how will I be able to get work, start a business etc and remain at liberty.

Prisoner, HMP Isle of Wight (Camp Hill).

This publication is absolutely invaluable in directing me to sources of funding and advice. Understandably many ex-offenders suffer prejudice when looking at traditional sources of funding and advice and it is heart-warming to realise that there are still so many available sources. Thank you again.

Prisoner, HMP Lowdham Grange.

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