

What is the Mayor of Elmbridge Trust Fund?

It is a charity that provides funding to assist residents who are in need and to provide for the victims of natural or man-made disasters. It also incorporates the Miss W.M.E. Harrison bequest, Miss W.M.E. Harrison left a sum of money as a bequest to be used for the benefit of older people in the Elmbridge, and for educational expenses for young people under the age of 25. The governing document for the Mayor of Elmbridge Trust Fund is The Scheme of the Charity Commissioners dated 12th November 1998.

Am I eligible?

Anyone who lives in Elmbridge, or someone applying on behalf of a resident of Elmbridge, is able to apply. We cannot accept applications from someone outside the Elmbridge area. The Charity will only consider providing funding for something which is a 'need'.

What sort of things might the charity fund?

May provide funding:	Does not usually provide funding:
<ul style="list-style-type: none"> ✓ Necessary furniture and household items/services e.g. beds, carpeting, washing machines, fridges etc ✓ Necessary educational expenses e.g. school uniforms ✓ A contribution towards necessary disability equipment etc, where it is not met by the NHS 	<ul style="list-style-type: none"> ✗ Paying off debts/loans/utility bills ✗ Grants to groups or organisations ✗ Furniture/household items that are not necessities ✗ School/youth organisation trips that are not a 'need' ✗ Applications where the applicant received a grant in the last 12 months ✗ A repeat application whereby the original item granted would reasonably be expected to have remained functional ✗ Retrospective Applications

When applying for a grant, please be sure to include as much information as possible on your application form. Incomplete application forms **will not** be considered by the Trustees.

What information should I provide?

- Whilst applications can be considered from different companies, the Trust Fund has agreements in place with **Argos** (*Brooklands Store in Weybridge*), **Molesey Refrigeration**, **Surrey Reuse Network**, **Carpetright in Walton on Thames**, **Webster Floors**, **Hersham** and **Ashley Flooring, Walton on Thames** to supply the majority of goods.
- For items such as carpets/flooring, you will need to include a quote from a supplier (please see above) and if the flooring is for more than one room, a clear breakdown of the cost per room is required. Please note that the Trustees have set a limit of up to £500 for carpeting/flooring therefore if the value is greater than this amount, it is less likely that the charity will be able to meet your request however, each application is considered on its merit.
- For furniture and household items/services, please include details of the item from the supplier's catalogue or website showing the item number and full price. The average grant awarded to successful applicants is approximately £200-£300 for household items.
- Any supporting information which you think would be helpful (e.g. letters from health professionals, case workers, schools). Please can you also provide a brief statement on the reasons why you are applying to the Charity for assistance in the section provided on the form.
- If you are requesting assistance for more than one item, please place these in a priority need order as the Trustees will use this information when determining the application. Please note that as the Mayor of Elmbridge Trust Fund is a charity, financial assistance may be limited in order to assist as many applicants as possible.

How can I apply?

Please complete an application form, which is available on our website www.elmbridge.gov.uk/Council/charities/mayortrust.htm. If you are unable to download one please contact our office on 01372 474178 and we can arrange a form to be posted out.

What will happen to my application?

The Trustees meet four times a year – please check our website for future meeting dates. We will inform you of the Trustees decision in writing as soon as possible following the meeting. We will not be able to discuss the outcome of the Trustees decision over the telephone.

If I am successful, how will my grant be paid?

The Charity arranges to pay providers direct for their goods/services. Money or cheques **will not** be paid to applicants directly. Please note that the Charity **will not** provide funding for retrospective applications.

What if I need something in an emergency?

If you have a genuine emergency, we may consider an application outside the normal process. The application will still be considered by the Trustees, so it may take up to three weeks to determine.

Contact Information:

Website: <http://www.elmbridge.gov.uk/council/mayor-of-elmbridge-trust-fund/>

Telephone: 01372 474474

Email: committee@elmbridge.gov.uk

Address: Mayor of Elmbridge Trust Fund, Elmbridge Borough Council, Civic Centre, High Street, Esher, Surrey, KT10 9SD