
Elmbridge Borough Discretionary Test and Trace Grant Fund

1. Background

- 1.1 On 20 September 2020 the government announced a grant payment for those in financial difficulties who had been asked to self-isolate.
- 1.2 On 30 September 2020 the government issued further guidance on the administration of the fund, details can be found here (TBC).
- 1.3 The additional grant is aimed at people who work, and would suffer Financial hardship, as a result of being asked to isolate by test and trace.

These grants are aimed at:

- have been told to stay at home and self-isolate, on or after the 28 September by NHS Test and Trace, either because they have tested positive for coronavirus or have recently been in close contact with someone who has tested positive;
- are employed or self-employed.
- are unable to work from home and will lose income as a result.
- who are not currently receiving Universal Credit, Working Tax Credit, Employment and Support Allowance, Jobseeker's Allowance, Income Support, Housing Benefit and/or Pension Credit; and
- who are on low incomes and will face financial hardship as a result of not being able to work while they are self-isolating.

Local authorities can introduce additional criteria to determine eligibility for discretionary payments in their area, as long as these operate in addition to, rather than instead of, the criteria set out above.

Eligible individuals will receive their £500 payment on top of any Statutory Sick Pay (SSP) that they may receive.

2. Basic Eligibility Criteria

2.1 This scheme covers Test and Trace payments for those people ineligible from receiving a grant because they are not in receipt of benefits.

2.2 This grant criteria are as follow:

- have been told to stay at home and self-isolate by NHS Test and Trace, either because they have tested positive for coronavirus or have recently been in close contact with someone who has tested positive.
- You must have signed up and completed the test and trace journey. Receiving the initial notification to isolate will not qualify for the grant.
- are employed or self-employed.
- are unable to work from home and will lose income as a result.
- who are not currently receiving Universal Credit, Working Tax Credit, Employment and Support Allowance, Jobseeker's Allowance, Income Support, Housing Benefit and/or Pension Credit.

In addition to the above criteria the following criteria have been determined by the Council.

- Your annual household; income should be less than £20,000 a year, although consideration will be given for higher annual incomes if we are provided with a suitable justification that is in the spirit of the grant.
- Your employer must confirm that as a result of your isolation you will lose pay, as result of the terms of your contract.
- If you are self-employed, the self-employment must clearly be of the nature where you cannot work from home.
- Each person will only be eligible for the award of one grant per period of isolation, overlapping periods of isolation will not qualify.

3. Taxation

These payments will be subject to income tax, but they will not be subject to National Insurance Contributions (NICS). The Council will provide information



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to Her Majesty's Revenues and Customs (HMRC) in relation to any payments made.

4. Fraud

- 4.1 By accepting a grant payment, the individual confirms that they are eligible for the grant scheme.
- 4.2 The Council and the government will not accept deliberate manipulation and fraud - and any individual caught falsifying their records to gain grant money will face prosecution and any funding issued will be subject to claw back, as may any grants paid in error.
- 4.3 The Council will use all available tools to identify potential fraud before and after payment, by submitting an application you are consenting for the Council to share the data on the application form for the purposes of validating the claim with any appropriate organisations. If you do not consent to the sharing of the information the claim will be deemed invalid.

5. Funding

- 5.1 The government are only providing limited funding to the scheme, and the individual elements of the scheme will be prepared to maximise the funding to the individuals in Elmbridge.
- 5.2 The government have not explicitly stated that additional funding will be available should any Council exceed its allocation.
- 5.3 The government intend this scheme to run until 31 January 2021.
- 5.4 Partially completed applications will be deemed invalid, or applications which do not clearly provide the information required will be deemed invalid.
- 5.5 The Council reserves the right to reject an application if it does not meet the spirit of the governments grant scheme, or the criteria listed.
- 5.6 If government funding permits, the scheme may be extended or re-opened for additional applications.



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6. Right of Appeal

- 6.1 There will be no right of appeal.
- 6.2 A challenge to a grant decision can only be made on a point of law through the courts.

