You may be eligible to receive financial support whilst on programme for travel, meals, equipment, placement clothing etc. from the 16-19 Bursary Fund. The fund is intended to help with the **costs of participating in learning** for example travel costs, meals, books, equipment. Please note all support will usually be issued ‘in-kind’ as opposed to learners being paid directly – i.e., bus passes or meal vouchers would be provided rather than learners being paid directly.

You may also be eligible for funding for transport from the local authority (Durham County Council), this will be discussed with you during your induction. Please refer to the attached link for further information on Post 16 local authority transport <https://www.durham.gov.uk/article/1988/Transport-to-sixth-form-and-college>.

This is dependent on you meeting criteria set by the Education and Skills Funding Agency. We have summarised the guidance for you below:

**Age –** to be eligible for Bursary you must be aged 16 or over but under 19 on 31 August 2021.

If you are over 19 you must have an Educational Health Care Plan (EHCP).

There are two types of Bursary available to learners:

**Higher Level Bursary (Vulnerable Bursary) – up to £1200 a year (not available to students aged 19 and over)**

If you are in one of the groups below, you can apply for a vulnerable bursary:

* in care (includes Foster Care)
* care leavers
* getting Income Support, or Universal Credit because you’re financially supporting yourself or are financially supporting yourself and someone who is dependent on you and living with you, for example, your child or your partner
* getting Disability Living Allowance or Personal Independence Payments and Employment and Support Allowance or Universal Credit. You must be getting both benefits **in your own right**.

If you’re eligible for a bursary for vulnerable groups, you could get up to £1,200 if you study full time for a minimum of 30 weeks. If your course is only for a few hours a week or less than 30 weeks, this will be paid as a pro rata amount. It’s important to remember you won’t necessarily receive £1,200 if you’re in one of the specific vulnerable groups if Humankind assesses you don’t have any actual financial need. This might be because your costs are already covered from another source or because you have no costs. Humankind will consider your circumstances when you apply and will explain any decision they make to you.

**Discretionary Bursary (needs assessed individually)**

If you aren’t in one of the defined vulnerable groups, but you need financial help to stay in education, you can apply for a discretionary bursary from Humankind.

Humankind will decide how much discretionary bursary they award you, depending on your household income (criteria set at less than £30,000 per annum after tax) and your circumstances. In some cases, discretionary bursary may be awarded to learners with a household income of over £30,000 where there are exceptional circumstances, for example due to the costs faced by the learner, or other demands upon household income such as other dependents.

Receipt of the Bursary will be conditional on you meeting agreed standards of attendance and behaviour.

If you are approved for bursary and we purchase equipment or books for your course, these must be returned to us at the end of your programme. Where applicable, we will keep the equipment in Centre to accommodate this.

**General Information (both types of bursaries)**

**Humankind will assess the actual financial needs of learners in addition to eligibility when awarding Bursary funding. For example, we will consider if transport is already being provided or how many dependent children there is in the household etc.**

**Humankind also expect learners to meet certain conditions in order for Bursaries to be provided. Failure to comply with the following conditions may result in the bursary being withdrawn:**

1. To attend on your days of learning & let us know if there is any reason you are unable to attend
2. To follow the Centre rules and your class rules (see Learner Handbook)
3. To complete your work to the best if your ability

**Free School Meals**

You may also be eligible for Free School Meals if you are in receipt of, or have parents who are in receipt of, one or more of the following benefits:

* Income Support
* income-based Jobseekers Allowance
* income-related Employment and Support Allowance (ESA)
* support under part VI of the Immigration and Asylum Act 1999
* the guarantee element of State Pension Credit
* Child Tax Credit (provided they are not entitled to Working Tax Credit and have an annual gross income of no more than £16,190, as assessed by Her Majesty’s Revenue and Customs (HMRC))
* Working Tax Credit run-on – paid for 4 weeks after someone stops qualifying for Working Tax Credit
* Universal Credit with net earnings not exceeding the equivalent of £7,400 pa

If you fall into any of these categories, please complete a ‘Free School Meals application form’ and provide supporting evidence e.g. benefit award letter.

We will contact you after starting your course to discuss your personal circumstances and the evidence requirements which you will need to meet. You will not be provided with support until the relevant benefit evidence has been provided. Your application(s) will then be assessed for eligibility, and you will be informed of the outcome.

If you are approved for Free School Meals £2.41 per day will be paid into your bank account on a weekly basis, according to the number of days that you have attended that week.

Humankind will administer the Bursary Fund and Free Meals in accordance with the Education Skills Funding Agency’s guidelines. We aim to have clear and transparent processes. All recording along with evidence of eligibility will in addition follow Humankind’s procedures/guidelines. In the event of your application being refused you will have the right to appeal via the Humankind Complaints process. In this event, please contact Abbie Shepherd, Education Services Manager on 01325 731160.

**Care to Learn – funding for childcare after the birth of a child**

If you are under 20 years of age, have a young child and are the main carer for the child you may be eligible for funding towards childcare whilst you attend your programme with us. The scheme can provide up to a maximum total amount of support of £160 per child per week.

Please access <https://www.gov.uk/care-to-learn> for more information.

**More detailed information regarding the financial support available to you can be found at:**

<https://www.gov.uk/1619-bursary-fund>