

Applying for a grant from Pharmacist Support

This information sheet has been produced to help you complete your application for a grant. We want to be sure that we are able to assess your needs thoroughly and efficiently. Please do not hesitate to contact our helpline if you need any further assistance completing the form:

Pharmacist Support helpline: 0808 168 2233

Part one: your questions answered

1. Who is eligible

If you are a pharmacist, a widow or widower of a pharmacist or a retired pharmacist and either you or your partner have been registered as a pharmacist at some point with the General Pharmaceutical Council or (as the regulator was formerly called) the Royal Pharmaceutical Society of Great Britain you are eligible to apply for assistance. We can also help any member of your family who is dependent on you for financial support. Pharmacy students or preregistration trainees are also eligible to apply for support. You can be sure of complete confidentiality in making your enquiry.

2. Assessment of income and savings

Grants applications are assessed on a case by case basis and on the level of income against the level of outgoings. Therefore your income need not be exceptionally low to apply and you may still be eligible if you have savings. We also take into account any change in circumstances that we are advised of.

3. What can grants be given for

Grants are given to cover a range of circumstances. We give here some examples of situations in which we can help but the list is not prescriptive and we will consider any specific need you have.

Grants may be given as a one off amount or on a fixed term basis, for example, a monthly grant for a period of four months. Regular grants are paid on a monthly or quarterly basis for a year, at which point the grant will be reviewed. Continued grant support will be considered subject to completion of a new application form and provision of all relevant supporting documentation.

Specific one off items

Where someone cannot meet a specific one off cost we may provide assistance, for example, to purchase a washing machine, pay a winter fuel bill, pay for essential car or minor household repairs or cover the cost of the GPhC registration fee or return to practice training costs.

Supporting mental or physical quality of life

We can provide financial assistance to help someone's mental or physical quality of life. For example, funding might be given for respite care, for counselling or therapy, for convalescence or home help while recovering from ill health or an accident. Help may also be given to purchase a particular disability aid or adaptation.

Living on a low income

For people on a very low income or those who are finding it difficult to make ends meet without getting into debt, we may provide a regular top up grant. For example, we make regular grants to widows/widowers or retired pharmacists, or to pharmacists of working age who have an illness or disability which prevents them from working, either on a temporary or permanent basis. We will also consider contributions towards care home fees where a financial shortfall is evidenced. Where preregistration trainees are in financial hardship, perhaps because they are on a low income and have young children to support, we may provide temporary assistance.

Student hardship grants

A one off grant of up to £500 can be made to students facing unexpected hardship. This could be due to, for example, family ill health or bereavement or budgeting issues beyond the student's control.

Part two: notes on completing the application form

Please provide as much information as possible as this will enable us to assess your needs properly and deal with your application quickly.

Questions 1 - 3 Please complete all the required information about you and your partner's details and any children under 18 living with you.

Question 4 Please provide details of any adults living in your household and information about their weekly contributions.

Question 6 Please provide details of any savings and capital you have. Your own home is excluded as capital. Any savings you have over £6,000 will be taken into consideration but will be assessed according to your circumstances and needs at the time of the application. Having savings will not necessarily mean that you cannot get a grant.

Question 7 Please provide details of all monthly income and expenditure for you and your partner. When completing your expenditure details, ensure that you have included all of your outgoings and that the figures are a true reflection of your expenses. It may be worth keeping a note of what you have actually spent in the last week or so to help you.

Question 8 Please provide information here of any debts you have. Please give us the amount of money owed and list any repayments you have agreed to make to the creditor. We will use this information to help assess your application and the amount of any grant aid we may give. We may also suggest that we refer you to our specialist debt adviser for further help with managing the debts.

Question 10 By providing your bank details we can ensure that you receive any payment quickly and securely. Payments are usually made by bank transfer (BACS) or, in urgent cases by CHAPS.

Question 11 Please let us know why you need a grant. You may find it helpful to look at the examples provided in part one of this sheet but these are not an exhaustive list and we aim to be flexible when considering requests. The more information you can provide on your situation the more helpful it is for us when assessing your application. We appreciate the information is personal and may be sensitive so please be assured that all applications are treated confidentially.

Question 12 If you are happy that you have provided a true and accurate account of your circumstances to the best of your knowledge, please sign and date the form and return it to our office address. Please also indicate whether you consent to Pharmacist Support approaching other organisations/sharing your details in confidence to seek help, for example, specialist advice in benefits entitlement or make enquiries on your behalf, for example, to identify other funding sources.

Documentary evidence in order to assess the application

We will need relevant documentary evidence of your income and expenditure. This **must** include a minimum of the last three months' statements for any bank accounts held by you and/or your partner, plus other relevant information, for example:-

- benefits and/or tax credits entitlement
- a recent mortgage/rent statement
- copies of letters from creditors regarding arrears, where you have outstanding debts
- any other relevant documentation, for example, copies of bills.

Failure to provide supporting documentation will delay the assessment of your application. Photocopies are normally acceptable but if you need to send originals we can copy and return to you if required.

For further information and assistance please contact us on:

Tel: 0808 168 2233

Email: info@pharmacistsupport.org

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www.pharmacistsupport.org