

Transition Fund Policy TF07 Financial Support to Manage a Grant

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1. Background

It is ILF Scotland's preferred position to pay grants directly into the bank account of the recipient. This may not always be practical or desirable for recipients.

Some recipients may be unable to hold a bank account or may feel unable to manage their grant. Some recipients may prefer to have a family member or representative assist them with their financial affairs.

Others may prefer a professional organisation to manage their grant. Organisations providing this financial management support generally charge for their service.

2. Policy

Where a recipient requests that ILF Scotland pay their grant to a third party for financial management purposes, ILF Scotland can include within the grant, an amount to cover the cost of this service. The service will normally include operating a bank account, on the recipient's behalf and/or receiving ILF Transition Fund grant money into a general/shared account and managing it on the recipient's behalf and paying any

relevant invoices. Where an applicant requests that ILF Scotland pay a private individual to supply financial management support to a grant recipient, ILF Scotland will consider the level of support that person would provide and will seek to ensure that the individual can maintain and provide the relevant recipient and records to ILF Scotland.

The normal maximum fee that ILF Scotland will pay for this financial management service is £12 per week. Where an organisation or individual charges less than this, the lower amount should be included in an application to the ILF Transition Fund. Where a recipient requests that ILF Scotland pay an amount greater than £12 and provide a reasonable explanation as to why a higher cost is necessary, ILF Scotland's Management Team may agree to this.

ILF Scotland will not normally pay for financial management support provided by a relative who lives in the same household.

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