**GF EMERGENCY SUPPORT FUND GUIDANCE**

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| **Aim of Fund** | **To provide immediate support for vulnerable families who are in an emergency crisis from across the Grace Foundation schools community**  |
| **Overview** | The **GF Emergency Support Fund** is administrated by the ITD Charity which is led by Gary Spicer and represents a personal donation from Lord Edmiston. |
| **Criteria** | **The Fund can be used for supporting individual families who are:** * A member of our Partner school community
* Currently being supported by the Ethos Team in some way

**The Fund can be used for:*** Practical household items such as beds, fridges or washing machines
* Equipment for families in need
* Food items or Food Vouchers
* Technology to support individual learners
* Other special requests for individuals may be considered

**It cannot be used for:*** Cash donations to individuals
* Subscriptions or ongoing costs (i.e. Internet Sign up)

There is an allocation of £2000 Per Partner School.There is a guide limit of up to £300 per individual except by special request.**The fund is valid until August 31st 2023.**  |
| **Process for application** | * Application form to be filled in by member of Ethos Team liaising with school
* Signed by member of Ethos Team
* Submitted to D Boden from Grace Foundation for Approval
* D Boden/G Spicer will approve and submit to ITD charity for actioning request
* Do not submit directly to ITD or your application will be rejected
* Requests will be actioned as soon as possible

It will be helpful if schools keep track of approved expenditure for their own recordsStories of impact / feedback from individuals where appropriate are appreciated |