

Pennaeth / Principal: Mark Leighfield BA Hons, MSc

Financial Contingency Fund (FCF)

Application guidance notes 2022/23

FCF support is discretionary and not an entitlement, funds are limited, and no awards are guaranteed. Allocations are also subject to any budgetary changes that the Welsh Government may enforce.

***The monies allocated to this fund are limited so early application is advised.***

Link to the FCF application form

<https://forms.office.com/r/syyQVVfCKc>

Before completing your FCF application, it is important that you read these guidance notes. If you do not understand anything or have difficulty in completing your application, please email your questions to our Student Services Team on [studentservices@stdavidscollege.ac.uk](mailto:studentservices@stdavidscollege.ac.uk)

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**Am I eligible?**

To be eligible for financial support from the Financial Contingency Fund (FCF) you must:

You **must** be in receipt of EMA.

Be aged 16 or over on 31st August 2021 and enrolled on a full time, further education course; or a part-time course if you are identified as being in care or a care leaver

If you are over 19 you would need to apply for the Welsh Government Learning Grant – Further Education) <https://www.studentfinancewales.co.uk/further-education-funding/welsh-government-learning-grant/>

Have a 95% attendance record and adhere to the college’s Learner Conduct Rules

Normally reside in the UK or have lived in the UK for 3 years before the start of the course (or qualify as a ‘home student’ in some other way such as being an EU national or refugee). Unfortunately, we are unable to offer FCF if you are an Asylum Seeker.

If your circumstances change, for example your course, number of hours of study, childcare arrangements, or personal circumstances, you must let us know.   
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**What do you need financial support with?**

Support can be provided for the following:

**Travel costs**  
College buses are available from Caerphilly and the Vale of Glamorgan. You may be eligible for a free bus pass, which you would need to apply for through the local authority in your area.

If you do not live on a college bus route, we may be able to contribute towards your Cardiff bus pass.

**Disabled Transport**

If your disability prevents you from accessing the college through public transport, FCF will cover the cost of transport.

**Equipment, kit, uniform, or Personal Protective Equipment (PPE)**   
If your course requires you to purchase essential equipment, kit, uniform or PPE, the fund can help with some or all the cost.

**Disclosure and Barring Service Check (DBS)**   
If your course requires a DBS check, the fund can help towards the cost of this.

**Childcare**To receive financial support towards childcare costs you must have an annual household income of £16,390 or less.

Please answer all questions to allow us to accurately assess your application   
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**How will I find out if my application is successful?**  
All communication with you will be by email to your college email account.

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**What if my application is unsuccessful?**   
  
We will send you notification to your college email account.  
  
 If you would like to appeal against the decision you have 14 days to do so from the date of the email.