**Human Trafficking Foundation**

**Trafficking Survivor Emergency Support Fund**

**IMPORTANT:** Please note that this fund cannot cover costs that can be met by the Victim Care Fund. Successful applicants must be able to demonstrate how they have attempted to find other sources of funding before applying for the HTF Victim Fund.

**Please read the guidelines at the end of this form before completing the application**

**Support Worker Details**

|  |  |
| --- | --- |
| **Name** |  |
| **Organisation** |  |
| **Position** |  |
| **Phone Number** |  |
| **Email** |  |

**Funding Details** (please include as much information as possible)

|  |  |
| --- | --- |
| **Why is funding needed?** (please expand box as necessary) |  |
| **Amount requested**  |  |
| **Breakdown of costs – please provide links to items to be purchased where possible** |  |

**Client details**

Please confirm:

* Is this the first time the individual you are supporting is applying to the Victim Fund\*

|  |  |
| --- | --- |
| Yes [ ]  | No [ ]  |

* Has your client been granted a positive conclusive grounds decision or been supported as part of the UK Victim Care Contract in the last 12 months?\*\*

|  |  |
| --- | --- |
| Yes [ ]  | No [ ]   |
|  |  |

**\* We are only able to accept one application per client.**

**\*\* If your client is currently receiving support under the NRM Care Contract or has received a positive conclusive grounds decision in the last 12 months, we request that an application is first made to The Salvation Army’s Victim Care Fund.**

**Apart from in exceptional circumstances, we are not able to provide grants for needs which can be met by the Salvation Army. Their guidance notes can be found on their** [**website**](https://issuu.com/salvationarmyuk/docs/180419_-_eligibility_criteria_-_fin/1?e=5764755/69671527)**, accessed via this** [**link**](https://issuu.com/salvationarmyuk/docs/180419_-_eligibility_criteria_-_fin/1?e=5764755/69671527)**.**

|  |  |
| --- | --- |
| If applicable, please give the date you applied to the Salvation Army’s VCF and their response |  |
| Please give details of other funding options which been considered  |  |

**Bank Details**

|  |  |
| --- | --- |
| **Name** |  |
| **Sort Code** |  |
| **Account Number** |  |

This form should be returned to info@humantraffickingfoundation.org

**Trafficking Survivor Emergency Support Fund Application Guidelines**

The Human Trafficking Foundation’s Trafficking Survivor Emergency Support Fund is available to help victims of human trafficking and modern slavery with small one-off grants to meet an immediate need when no other sources of funding are available.

HTF is not in a position to administer the distribution and spending of the grant, and therefore works with organisations providing other forms of support and advice to survivors who apply on their behalf. We are unable to make grants directly to survivors. We ask that the support worker complete the Application Form and, if granted, the funding will be transferred to the support organisation’s bank account to then be administered. Please provide details of what effort has been made to secure funding from other sources.

We would not usually make a grant above £200.

**Essential Information for Applicants:**

1. HTF will only accept applications from professionals who are providing support to survivors of human trafficking.
2. The Fund is intended to meet immediate emergency needs of survivors of human trafficking. Therefore, applications must include an overview of the need and how the money will benefit the individual.
3. Applications must include a breakdown of exact costs, including web link to the specific items to be purchased wherever possible.
4. Applications must include details of what attempts have been made to secure funds from other sources. *If the client is receiving support through the National Referral Mechanism, please provide details as to why the need cannot be funded through NRM support and/or the Salvation Army Victim Fund.*
5. Applications must not include any personal or identifying information. The bank details provided must be the bank details of the organization supporting the individual, and not the individual’s themselves.
6. Once an application has been approved, applicants must provide receipts for items purchased wherever possible. If not possible, applicants should send a note signed by the survivor acknowledging receipt of the money. Without a receipt/signed note HTF won't be able to accept grants from that caseworker in the future.
7. HTF is unable to cover costs of
	1. Legal Fees
	2. Immigration application fees
	3. Non-essential items
8. If the item that is purchased ends up costing less than anticipated and there is some money remaining from the agreed grant amount, please let us know. If you would like to use this money to purchase additional essential items, this will need to be agreed beforehand. We may instead request that you return the remaining amount to us so that we can use it to provide assistance to others.
9. In determining whether to grant funding to any application, HTF may consult with other experts and organisations, whilst ensuring that the individual involved remains anonymous.
10. If you wish to apply for financial support or assistance for a survivor of human trafficking, please ensure that any application is made in an anonymised form and does not contain any information which could be used to identify the individual, whether on its own or when combined with other information in our possession. Please note that we are not able to accept (and will destroy) any applications containing personal data relating to survivors of human trafficking.
11. If your client is currently receiving support under the NRM Care Contract we request that an application is first made to The Salvation Army’s Victim Care Fund. We are not able to provide grants for needs which can be met by the Salvation Army other than in exceptional circumstances; for example, where the need is immediate and any delay might prove harmful to the client. Please state clearly where this is the case and we will do our best to respond promptly; however, we are a small organisation and cannot guarantee we will be able to make an immediate decision.