



ENRICHMENT FUND INFORMATION PACK FOR PROFESSIONALS

HOW IS THE ENRICHMENT FUND MANAGED?

The Enrichment Fund is managed by a dedicated panel of care-experienced young people. These panel members attended the Care Leavers Ball and participated in a training residential to prepare for this role. They assess all applications to the fund with support from Cumbria Youth Alliance (CYA) staff, who are responsible for processing payments once decisions are made.

The panel reviews each application to determine if the applicant should receive funding based on their deep understanding of care-experienced young people's needs. They may:

- Request additional information before reaching a decision.
- Recommend that the applicant attend budget management sessions with CYA staff or their Personal Adviser (PA).
- Approve partial funding, requiring the applicant to source the remaining amount to encourage financial responsibility.



HOW TO COMPLETE AN APPLICATION

Application forms can be accessed through the Cumbria Youth Alliance website.

Once completed, please email the application to:

enrichmentfund@cya.org.uk.

This email address is also included on every page of the application form for easy reference.

Can professionals apply on behalf of Young People?

Professionals may submit applications on behalf of young people, provided the young person is aware of the process. The professional must indicate on the form that it is a proxy application. However, the panel encourages direct input from the young person to foster independent living skills and financial ownership.

Can Young People apply more than once?

Yes, young people can submit multiple applications. However, their application history will be considered when deciding whether to approve additional funding.

WHAT CAN THE FUND COVER?

The Enrichment Fund supports a wide range of needs. Applicants must demonstrate how the funding will enhance their quality of life or standard of living and show that they cannot achieve this without the fund's support.

To ensure the fund is used effectively, applications will be declined if funding can be sourced elsewhere (e.g. Cumberland's Care Experienced Local Offer – other funds, such as those offered by the Cumbria Foundation).

The fund can be used to fund:

- Activities related to health and wellbeing – e.g., Covering costs of gym membership.
- Education and training- e.g., professional courses, laptop to access online training courses
- Employment support – work related expenses e.g. bus fees until they get paid or funding a bike to get to work
- Engagement in arts and culture or creative pursuits
- And more!



AFTER AN APPLICATION IS SUBMITTED

How long does it take to receive funding?

The panel meets twice a month to review applications. To avoid delays, applicants should ensure their forms are thoroughly completed to minimise follow-up requests for additional information.

Once approved, applicants will need to provide an invoice so that CYA knows where to send the payment.

How is the money allocated?

Funding is distributed on a first-come, first-served basis. This approach highlights the high demand for the fund and supports efforts to secure additional donations for future rounds of fundraising. The referrals are shared with the panel anonymously, and supported by Cumbria Youth Alliance and Cumberland Council.

Are there any limitations?

- **Anonymity and Tracking:** Applicants are assigned an applicant number to maintain anonymity with the panel. However, all applications are tracked to monitor frequency and purpose. If an applicant is found to be misusing the fund or avoiding financial responsibility, their application will be denied.
- **External Funding:** The panel, alongside CYA and Cumberland Council, will assess whether alternative funding sources (e.g., Cumberland Council, debt services, Vicar's Relief) are available before approving applications.
- **Budget Management Sessions:** Some applicants may be required to attend budget management sessions with their PA or CYA staff as part of the funding conditions.

How are payments made?

Payments are not made directly to young people. Instead, funds are sent to the relevant service providers, suppliers, or organisations. This ensures the fund is used appropriately and encourages young people to take responsibility for managing their finances.

What if I need money in an emergency?

In emergencies requiring immediate funding, Cumbria Youth Alliance have the authority to make decisions on behalf of the panel.

To request emergency funding:

1. Complete the application form and tick the box marked "Emergency."
2. Provide as much detail as possible to facilitate a swift decision without additional follow-up.
3. Clearly highlight in the email subject line that this is an emergency application.


Note: Situations caused by neglecting to pay bills or fines in a timely manner will not qualify as emergencies, as adequate time would have been available to apply for assistance.

What happens if the referral is declined?

If the referral is declined, the panel will offer suggestions or signpost to an alternative source of funding. A CYA member of staff will be in touch with the referrer to discuss this.

For more information or for answer to questions contact:

 enrichmentfund@cya.org.uk

 01900 603131