



Completing the Application Form

ELIGIBILITY

Our eligibility criteria is:

- A minimum 1 years Railway Employment
- Have less than £6,000 in savings if a single person, or less than £10,000 if a couple.

SUPPORTING INFORMATION

We will also need the following supporting documents (photocopies are accepted, please do not send originals unless unavoidable):


- Proof of railway employment e.g. payslips, pension letter, P60, travel pass, ID Cards
- Proof of income (joint if not living as a single person) e.g. payslips, DWP award letters for any benefits received including State Pension, occupational or private pension letters, child maintenance, Board and Lodging for any non-dependents residing with you.
- Latest 3 months bank statement for you and any spouse/partner
- Proof of the assistance required e.g: - **Debts** - proof of debts being latest statements from the creditor showing the amount due and any steps taken to recover it or any payment arrangement in place. **Bankruptcy/DRO Fees** – proof of specialist advice (CAB, Stepchange, National Debtline) advising bankruptcy or DRO as the debt solution.
- Mobility/Disability Aids - 2 quotes for the aid required and an Occupational Therapist report confirming the necessity and suitability of the aid
- Disability Adaptations – Decision letter. A Disabled Facilities Grant (DFG) must have been applied for from the Local Authority (LA) and the decision made that the adaptation is necessary whether or not the LA award the DFG. If the applicant is not the home owner we need the written consent of the owner for the adaptation.
- House Repairs – 2 quotes for the repairs required which must be necessary to improve the health and/or safety of the applicant. If the applicant is not the home owner we need the written consent of the owner for the repairs

- Household Goods - The ARGOS reference for household goods required
- White Goods - Use the Co-op Electrical website to identify white goods required. We need brand and model number. If a gas or electric cooker also confirm if installation will be required.

Applications for Support with Funeral Costs

In addition to the Application Form please also complete the Funeral Grant Form. We require copies of the Death Certificate, Funeral Invoice, DWP Funeral Payment award (if applicable), Life Insurance payments or Funeral Plan payments.

On the Application Form Section 1 relates to the railway worker regardless of whether he or she is also the deceased. The remainder of the form relates to the applicant seeking support for the funeral costs.



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