



## **2022/2023 - Guidance for Applicants**

### **16-19 Bursary (Discretionary and Vulnerable) and Further Education Free Meals (FEFM)** **(Including 19+ EHCP holders and 19+ Continuers)**

The 16-19 Bursary Fund includes Discretionary Bursary (DB) and Vulnerable Bursary (VB) and is funded by the Education and Skills Funding Agency (ESFA). It can help with college related costs including Further Education Free Meal (FEFM) for certain qualifying learners.

#### **16-19 Discretionary Bursary (DB)**

This is a discretionary and limited fund; any award depends on your financial need and our available funds and is not guaranteed. However, if you qualify for FEFM you will be entitled to free meals even if no other award is made.

You can apply for 16-19 Bursary (DB) if:

- You are over 16 and under 19 on 31 Aug 2022 **or**
- You are over 19 on 31 Aug 2022 **and** have on EHCP **or**
- You are over 19 on 31 Aug 2022 **and** classed as a "19+ Continuer"

**and**

- can show evidence of financial need **and**
- your household income is **less than £45,000**.

#### **What help can I get from Discretionary Bursary (DB)?**

Support levels vary based on your household income and financial need, and our available funds. You may be able to get support to help with college and work placement costs such as travel, books, equipment and uniform, trips, UCAS fees, exam resit fees and food. You can also get FEFM if you received Free School Meals last year or FEFM at college last year or receive any of the benefits listed below:

- Income Support
- Income based Job Seekers Allowance
- Income-related Employment and Support Allowance
- 'Guaranteed' element of State Pension Credit
- Child Tax Credit (maximum gross income £16,190) **only**
- Universal Credit with net earnings not exceeding the equivalent of £7,400 pa after tax and excluding any benefits
- Support under Part VI of Immigration and Asylum Act 1999
- Working Tax Credit Run On **only** (not Working Tax Credit)

#### **How to apply for Discretionary Bursary (DB)**

Complete an application form available on the Boston College website or from receptions at any campus each year.

#### **What evidence do I need to provide for Discretionary Bursary (DB)?**

You must provide evidence of **all** household income.

If you are claiming Tax Credits or Universal Credits, acceptable evidence is:

- All pages of Full Tax Credit Award notice for 2022/2023 **or**
- All pages of Universal Credit Award notice for the last 3 months

If you are not claiming Tax Credits or Universal Credits, you will need to provide an appropriate selection from the following to show all household income:

- Most recent P60
- Current wage slips – your most recent 6 weekly slips or 3 monthly slips
- Pension credit letters must be the latest and relate to the period from at least April 2022
- Most recent certified annual profit and loss accounts for the self-employed

### **Vulnerable Bursary (VB)**

Meeting these eligibility criteria does not guarantee an award, which depends on your financial need. You will qualify for Vulnerable Bursary (VB) if you are under 19 and meet one of the following criteria:

- Are in care/classed as a “Looked After Child” by the local authority
- Have been in care and are now classed as a Care Leaver
- Receive Income Support **or** Universal Credit because you are financially supporting yourself
- Receive Income Support **or** Universal Credit because you are financially supporting yourself and someone who is dependent on you and living with you, such as a child or partner
- Receive Employment Support Allowance or Universal Credit **and** Disability Living Allowance or Personal Independence Payment in your own right

### **How to apply for Vulnerable Bursary (VB)**

You need to complete an application form from [www.boston.ac.uk](http://www.boston.ac.uk) or any reception. If you apply, one of our Learner Support Officers (LSO) may contact you to discuss your application, supporting evidence and how any award will be made to you. If college related costs are not identified, you may not receive any payment. However, if they become apparent during the college year speak to an LSO at Learner Services.

### **Other information regarding 16-19 Bursary (Discretionary and Vulnerable)**

**Appeal your award.** You can make an appeal regarding your award by writing to the Head of Learner Services, Boston College, Skirbeck Road, Boston, or email [info@boston.ac.uk](mailto:info@boston.ac.uk)

**Application timescale.** We may take up to 15 working days to process your application.

**Award notice.** We will let you know about any Bursary award via your personal email. If held, and permission given in Section 8, we will also send a copy of the email to your parent/carer email. Once enrolled any further Bursary information will be sent to your college email only.

**Further qualifying criteria.** Learners must also meet residency criteria shown in ESFA funding regulations and should be participating in provision that is subject to inspection by a public body that assures quality (e.g., Ofsted).

**19+ Continuer.** This only applies to some L3 learners who are moving to the 2<sup>nd</sup> year of their L3 course and who turned 19 during the 1<sup>st</sup> year of their L3 course.

**Apprenticeships.** Students on waged apprenticeship programmes, or any waged learning or training, are not eligible for the 16-19 Bursary fund.

**Any questions?** If you have any further questions, please contact: Learner Services Info Desk – 01205 313218. Full ESFA guidance is available at [www.gov.uk/government/publications/16-to-19-bursary-fund-guide-2022-to-2023-academic-year](http://www.gov.uk/government/publications/16-to-19-bursary-fund-guide-2022-to-2023-academic-year)