

# Personal Recovery Support Fund

Guidance Notes – May 2021

The Personal Recovery Support Fund makes available small awards to individuals being supported by ACHIEVE (across Bolton, Salford and Trafford) to achieve their recovery goals. Applications MUST be supported by your ACHIEVE worker.

## Guidance for ACHIEVE Service Users

You can complete this electronically and forward as an email attachment to your Achieve keyworker, or you can complete it as a paper document and hand to your Achieve worker. They may request further information for them to understand and support your application. Once they have completed their supporting statement, they will forward to Salford CVS.

If your application is successful, your ACHIEVE keyworker may follow up with you in the future to see how the fund has supported your recovery.



The Recovery Fund is here to help you overcome barriers and make it easier to achieve your recovery goals. Examples of Recovery Goals include:

- Assistance in accessing a recovery course (in person or online)
- Assistance in developing a small business
- Assistance undertaking something positive in your local community
- Assistance in accessing services
- Attending recovery events / conventions to network with others in recovery

Where possible other sources of funding should be explored first, including advice agencies.

## ACHIEVE ♦ BOLTON ♦ SALFORD ♦ TRAFFORD

In certain circumstances of hardship, we may consider an award to assist in the provision of essential items (e.g. when establishing a home or accessing employment). This may include a Citizen card for photo ID, a DBS (Disclosure and Barring Service) check, interview clothing, furniture or decorating materials.

Due to the high demand on this fund **only requests for one large item** (e.g. refurbished laptop, cooker etc.) will be considered.

We do not provide cash. Goods or services are typically purchased directly by ACHIEVE colleagues at Salford CVS. In some circumstances awards may be made in form of vouchers for use at certain shops.

Please note that good quality refurbished items or basic standard new items will be sourced for successful applicants. High specification, top-of-the-range items will not be considered.

For further information, please contact your ACHIEVE worker.

### Guidance for ACHIEVE Staff

As front line staff making recommendations on these funds it is essential that your supporting statement includes the following:

- Your view on how the application will assist the individual achieve their recovery goals.
- Confirm that no other means of support have been identified to fund items in the bid.
- Confirm that any successful award will be referenced within the individual's recovery plan

**Please note that white goods and furniture are delivered directly to Achieve clients. Refurbished laptops and vouchers will need to be collected by Achieve keyworkers from Salford CVS.**

**For general queries contact the Grants Team at Salford CVS by email at:**

[grants@salfordcvs.co.uk](mailto:grants@salfordcvs.co.uk) or tel: 0161 787 7795

**Please submit completed Personal Recovery Support Fund applications via email to:**

[grants@salfordcvs.co.uk](mailto:grants@salfordcvs.co.uk)

**Postal Address:** Salford CVS, The Old Town Hall, 5 Irwell Place, Eccles, M30 0FN



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