

Grants for disabled people
to adapt their homes

Disabled
Facilities
Grant



What is a Disabled Facilities Grant?

Disabled Facilities Grants are available for work that is needed to support a disabled person to live more independently in their own home. You can get a grant for essential adaptations to give you better freedom of movement into and around your home. It is also available for essential facilities in your home.

This could include work to:

- make it easier to get into and out of your home, for example, by widening doors or putting in ramps;
- make access easier to the living room, bedroom, kitchen and bathroom, for example, by putting in a stair lift or floor lift;
- provide suitable bathroom and kitchen facilities, for example at wheelchair height, so that you can use the facilities independently;
- provide or improve a heating system in your home;
- adapt heating or lighting controls to make them easier to use; or
- improve access and movement around your home so that you can care for someone who lives with you.

Who can apply for a Disabled Facilities Grant?

- A disabled person can apply if they are an owner-occupier (live in and own their own home) or a tenant, including a housing-association tenant.
- Anyone who is an owner-occupier or a tenant, and who has a disabled person living in their home, can apply on behalf of the disabled person.
- A parent or guardian of a child with a disability (under 18) can apply.
- A landlord may apply on behalf of a disabled tenant.
- In all cases, the disabled person should be registered, or eligible to be registered, as disabled with Social Services through a care manager.

What are the first steps in applying for a grant?

- 1 You should contact a social services care manager or social worker (for young people under 18) who will arrange for an occupational therapist (OT) to assess what work is necessary and appropriate to meet your needs. The contact details for the care managers are listed at the end of this leaflet.
- 2 The OT will then ask a grant officer to contact you and arrange a visit to assess whether the work to your home is reasonable and practical, considering the age and condition of your property.
- 3 The grant officer will also assess your financial circumstances (see below).
- 4 If you are a tenant, the grant officer will ask your landlord for permission to carry out the work to your home.
- 5 If you are eligible for a grant, the grant officer will send you a letter which clearly lists the work that is needed and suitable for a grant. We will also send you details of architects and surveyors who can act as your agent. This is not an 'approved' list but agents on the list are familiar with grant work and would draw up a detailed schedule of the work, arrange estimates and supervise the work on your behalf. Their fees would be covered by the grant. You can also appoint an architect or surveyor who is not on the list.

How much grant will I receive?

The aim of the grant is to help people who cannot afford to pay for work to adapt their homes. So, in all cases, the amount of the grant is decided by a test of your financial resources. This test is in line with government rules and is carried out by the grant officer, using information about your income, savings and so on.

How do I apply for a Disabled Facilities Grant?

You should contact the social services care manager (or social worker for young people under 18) for your area on the phone numbers listed on the next page. They will pass your details on to the occupational therapists.

You will need to fill in a grant application form which the grant officer will give you. Once the grant is approved you may start the work, but you must not start before formal approval or you will lose your entitlement to the grant.

If you have any questions about the grant process, please contact the grant officers on 020 8891 7494, 020 8891 7495 or 020 8891 7438.

**For applications about adaptations for adults (over 18),
please contact the following -**

Area	Telephone number	Address
Ham, Kew, Richmond and Sheen, Barnes, East Sheen, Mortlake and Palewell	020 8891 7967	62 Sheen Lane Sheen, London SW14 8LP
Teddington and Hamptons	020 8891 7971	Elmfield House High Street Teddington TW1 8EJ
Twickenham, Heathfield and Whitton	020 8891 7965	42 York Street Twickenham TW1 3BW

**If you are applying for an adaptation for children
(under 18), please contact:**

The Croft Centre, 16 Windham Road, Richmond, Surrey
TW9 2HP. The phone number is 020 8831 6048.

**All of the main reception areas in
these buildings are accessible for
people in wheelchairs.**

If you have any questions about this leaflet, or need more
information about Housing Services, please phone 020 8891
7892 or visit our website at www.richmond.gov.uk/housing

Translation advice

If you have difficulty understanding this booklet, please visit Housing Services at the address below where we can arrange a telephone interpreting service.

- Albanian Nese keni veshtersi per te kuptuar kete botim, ju lutemi ejani ne recepcionin ne adresen e shenuar me poshte ku ne mund te organizojme perkthime nepermjet telefonit.
- Arabic إذا كانت لديك صعوبة في فهم هذا المنشور، فنرجو زيارة الإستقبال في العنوان المعطى أدناه حيث بإمكاننا أن نرتب لخدمة ترجمة شفوية هاتفية.
- Bengali এই প্রকাশনার অর্থ বুঝতে পারায় যদি আপনার কোন সমস্যা হয়, নিচে দেওয়া ঠিকানায় রিসেপশন-এ চলে আসুন যেখানে আমরা আপনাকে টেলিফোনে দোভাষীর সেবা প্রদানের ব্যবস্থা করতে পারবো।
- Farsi اگر در فهمیدن این نشریه مشکل دارید، لطفاً به میز پذیرش در آدرس قید شده در زیر رجوع فرمایید تا سرویس ترجمه تلفنی برایتان فراهم آورده شود.
- Gujarati જો તમને આ પુસ્તિકાની વિગતો સમજવામાં મુશ્કેલી પડતી હોય તો, કૃપયા નીચે જણાવેલ સ્થળના રિસેપ્શન પર આવો, જ્યાં અમે ટેલિફોન પર ગુજરાતીમાં ઇન્ટરપ્રિટીંગ સેવાની ગોઠવણ કરી આપીશું.
- Punjabi ਜੇਕਰ ਤੁਹਾਨੂੰ ਇਸ ਪਰਚੇ ਨੂੰ ਸਮਝਣ ਵਿੱਚ ਮੁਸ਼ਕਲ ਪੇਸ਼ ਆਉਂਦੀ ਹੈ ਤਾਂ ਹੇਠਾਂ ਦਿੱਤੇ ਗਏ ਪਤੇ ਉੱਪਰ ਰਿਸੈਪਸ਼ਨ 'ਤੇ ਆਓ ਜਿੱਥੇ ਅਸੀਂ ਟੈਲੀਫੋਨ ਤੇ ਗੱਲਬਾਤ ਕਰਨ ਲਈ ਇੰਟਰਪ੍ਰਿਟਰ ਦਾ ਪ੍ਰਬੰਧ ਕਰ ਸਕਦੇ ਹਾਂ।
- Urdu اگر آپ کو اس اشاعت کو سمجھنے میں کوئی مشکل ہے تو، براہ کرم نیچے دیئے ہوئے ایڈریس کے استقبالیے پر جا کر ملیئے، جہاں ہم آپ کیلئے ٹیلیفون انٹرپریٹنگ سروس (ٹیلیفون پر ترجمانی کی سروس) کا انتظام کر سکتے ہیں۔

If you would like a copy of this leaflet in Braille, in large print, on audio tape or in a community language, please contact us on 020 8891 7892 (Minicom number: 020 8891 7404).

Published by Housing Services, London Borough of Richmond upon Thames, Civic Centre, 44 York Street, Twickenham, Middlesex, TW1 3BZ.