

Adapting your home



Financial help for you to live more independently in your own home



Community Care Services

About Disabled Facilities Grants

Disabled Facilities Grants are available to help disabled people of any age to adapt their homes to live more independently.

There is a 'means test' to decide the amount the disabled person has to pay towards the cost of the work. However, there is no 'means test' where the application is for a disabled child or young person under the age of nineteen.

There is a separate scheme for people who live in Council accommodation (see our leaflet 'Adapting your Home' for people living in Council homes).

Who can apply for a grant?

To apply for a Disabled Facilities Grant you must be:

- registered or registerable as permanently and substantially disabled
- ordinarily resident in the Royal Borough of Kingston
- the owner/occupier or tenant of the residence you live in (a landlord can apply on behalf of a disabled person)

How much grant will I get?

The amount of the grant you receive to adapt your home is decided by a 'means test'. This test is in line with government rules and will look at your income and savings and those of your wife, husband or partner.

What adaptations can I get help with?

Some examples and major adaptations include:

- Level access shower
- Overbath shower
- Stairlift
- Downstairs bathroom
- Ceiling track hoist
- Door ramp
- Widened doors and ramps
- Ground floor/first floor toilet

How do I apply for a grant?

Occupational Therapy services

The first thing to do is to contact our Occupational Therapy Initial Response Team (see page 5). The Team will arrange for an Occupational Therapist to visit you at home to see what adaptations you need to help you to live independently in your home.

This is called an 'assessment' of your needs. The Occupational Therapist may need to ask your GP for some medical information to support your grant application.

If the Occupational Therapist decides that you do need your home to be adapted, they will make a formal recommendation to the Council's Housing Department.

Housing Department

Once a recommendation has been received from the Occupational Therapist, the Adaptation Service will send you a financial form to complete and return. Help is available to complete the form if you need it (see page 6)

Your likely contribution towards the cost of adapting your home will be worked out and you will be advised what this is. If you receive certain benefits you will not normally have to make a contribution. You will then be asked if you wish to carry on with your grant application.

If you do decide to carry on with your application, a Grant Officer will contact you to arrange to visit you at home to decide whether the work to your home is reasonable and practicable, considering the age and condition of your property.

Following the visit to your home, the Grant Officer will send you a letter setting out what work is needed and can be funded by the grant.

The Grant Officer will also send you details of architects, surveyors and builders. This is not an 'approved' list but a list of companies that are familiar with the work of adapting people's homes. You can also appoint an architect, surveyor or builder who is not on the list.

If at any stage you withdraw from the process before your grant application has been approved you will be liable for any costs incurred.

You will be asked to send in various items of paperwork with your grant application for instance, quotes, drawings, planning permission, deeds of the property, or your landlord's permission for the works to be carried out, if you are a tenant.

The Housing Department have six months to approve the grant. No works should be started until you have received a Grant approval letter.

Once you have received a grant approval letter, you can arrange a start date for the work with the builders.

During the works the Grant Officer and Occupational Therapist may visit your home to check on progress.

When the adaptation work has been completed the Grant Officer and Occupational Therapist will visit to check that the works meet your needs and the agreed standards. You will then be asked to sign a form to confirm that you are satisfied with the work.

For more information and help

If you are aged 18 or over, please contact:

Occupational Therapy Initial Response Team

Telephone: 020 8547 6621

Email: OTRIT.Team@rbk.kingston.gov.uk

If you are under the age of 18 please contact:

Children and Young People's Service

Telephone: 020 8547 6527

If you would like help to complete the grant application form or to check the progress of your application contact:

Housing Department (Adaptations Service)

Telephone: 020 8547 5536

Email: EHAdmin@rbk.kingston

How do I make a comment or complaint?

If you have a complaint, compliment or suggestion about any of our services, please contact:

Complaints and Information Access Officer

Guildhall 1

Kingston KT1 1EU

Telephone: 020 8547 4716

Fax: 0208 547 6148

Minicom: 020 8547 5819

Email: karen.fenwick@rbk.kingston.gov.uk

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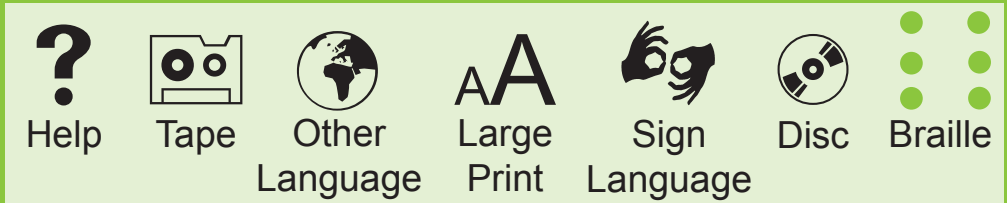
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Please ask us if you need help to understand this information or you need it on audio-tape, in another language, in large print, in sign language, on computer disk or in Braille.

Helpline

Telephone: 020 8547 5757

Minicom: 020 8547 5819

Email: community.care@rbk.kingston.gov.uk

Website: [www.kingston.gov.uk/
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