Access Payments for accessibility-related support to apply

Updated: 21 Novemner 2023

Before applying, we recommend seeing our [exclusions](https://esmeefairbairn.org.uk/applications/exclusions-what-we-dont-support/) to check your work meets our minimum eligibility criteria.

If you have an accessibility issue with our application process and need additional support, you can ask for an Access Payment of up to £500 to support you to apply. This can be used to cover a range of support including a scribe, BSL interpreter, translator, screen reader, or additional staff time.

To ask for this support, get in touch by email or phone to let us know you are interested. We will then ask for some basic information, listed below, which you can tell us in a conversation, by filling in a form, or by email.

Email: [funding@esmeefairbairn.org.uk](mailto:funding@esmeefairbairn.org.uk), or phone: [020 7812 3700](tel:020%207812%203700).

Information we need to make an Access Payment

After you get in touch to let us know you are interested in an access payment, we will ask you for the following information:

1. Name of your organisation
2. Organisation’s website
3. Organisation’s phone number
4. Your first name
5. Your last name
6. Your pronouns (this is optional)
7. Your job title
8. Your email address (so that our confirmation emails can reach you)
9. How we should contact you (choose from a number of options)
10. Further detail on how we can contact you (e.g. days/times)
11. What you require an Access Payment for
12. How much you need (maximum £500)

If approved, we aim to make the payment within a week of receiving all the relevant details. The payment will be made directly to your organisation. We will then send you your unique link to submit an Expression of Interest.

Should your application progress to the next stage and we invite a full proposal, you will be able to apply for an additional Access Payment.

This guidance will be updated on our website on the page: [Accessibility and support applying](https://esmeefairbairn.org.uk/applications/accessibility-and-support-applying/).