

5 March 2008

Ref:

Dear

### **Important Information about changes to Independent Living Funds (ILF) rules from 1 July 2008**

Each year the ILF is given an amount of money and our Trustees are responsible for making sure that they do not spend more than this amount. Over the next three years from April 2008, we will be given a fixed amount of money and because of higher numbers of applications being made it means that some of our rules need to change.

Our Trustees want to make sure that we can continue to support you, whilst also continuing to enable new users who will benefit most to apply to us. The most important thing to tell you is that you **will continue to get your payments from us**, as long as you continue to meet the rules in our User Guide leaflets.

**Before 1 July 2008, our old rules will continue to apply to both new applications and if you ask us to pay you more money.**

The two changes to our rules that will affect you from 1 July 2008 are:

- 1) If we have offered to pay you more money because you asked us to, you will need to complete an Agreement form. The following explains what we will do once we have received your Agreement form: -
  - If the date you ask us to pay you more money from is less than four weeks before the date we receive your Agreement form we will ask you why. We will need to know why you did not send us the Agreement form before you had to start paying more money. If we are happy with the reason you give us we will pay from the date you asked us to.

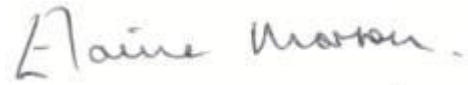
- If the date you ask us to pay you more money from is more than 4 weeks before the date we receive your Agreement form we will ask you why. We will need to know why you did not send us the Agreement form before you had to start paying more money. If we are happy with the reason you give us we will ask you to send us evidence. This means sending us copies of your Personal Assistants' timesheets or your agency invoices. Once you send us the evidence we will then be able to consider paying you from the date you asked us to.
  - If the date you ask us to pay you more money from is on or after the date we receive your Agreement form we will pay you from that date.
- 2) Sometimes our Users become beneficiaries of a Trust Fund or have their money and affairs dealt with by a Controller for the Office of Care and Protection (OCP). This could happen if they receive a large amount of money as compensation for a personal injury or if someone becomes unable to manage their own money and affairs, for example.

From 1 July 2008, if you become the beneficiary of a Trust Fund or start to receive payments from the OCP and the total value of the capital held is more than our capital limit (which at the moment is £18,500) we will not normally be able to make payments to you.

The changes explained in this letter make changes our User Guide leaflets. You will be sent new versions of our leaflets soon to replace the ones you already have.

If you need more information, or have any questions, please contact your caseworker in the usual way.

Yours sincerely

A handwritten signature in cursive script that reads "Elaine Morton". The ink is dark and the handwriting is fluid and legible.

Mrs Elaine Morton  
Chief Executive for the Independent Living Funds