

Shekinah Trust Policy for Referral and Application for Funding

1. We (the Shekinah Trust) exist solely to provide funding towards the cost of Equine Assisted Psychotherapy (EAP). The Trust will accept applications for funding for EAP (Equine Assisted Psychotherapy) from adults and children currently living in the north west of England and who have insufficient income to cover the full cost of a course of sessions. In general a course of EAP usually consists of between 6 and 8 sessions, however this can sometimes vary. The Trust currently uses Shekinah EAP as our sole provider of Equine Assisted Psychotherapy (EAP). Shekinah EAP operates its own policy/assessment process for the suitability of an individual for EAP. The Trust operates independently from Shekinah EAP. For this reason it is recommended that anyone seeking funding for EAP by the Shekinah Trust should contact Shekinah EAP in the first instance to discuss their individual needs and suitability for EAP.
2. The Trust will accept referrals from health care professionals, social services, schools/providers of education, faith leaders, key workers and counsellors/psychotherapists. We will also accept self-referrals.
3. All applications for funding for EAP should be made directly to the Trust Secretary (details provided below) who will provide the applicant with the necessary forms, comprising of:
 - Application form (to be completed by Applicant)
 - Applicant Supporter form (to be completed by Supporter)
 - Copy of our Terms and Conditions.

On receipt of the completed forms (we ask that they be returned with 3 weeks) the Trust will consider the application. We will aim to do this in as short a time as possible. Each application will be means tested and the grant will be awarded subject to both the need of the client and the amount of funds available to the Trustees at the time of application. In most cases, if the initial application is successful the Trust will award a grant of up to 90% of the full cost of a course of up to 8 EAP sessions. The decision of the Trustees is final and no further correspondence will be entered into with the applicant once an offer has been made. The Shekinah Trust will endeavour to keep Shekinah EAP informed regarding the status of the application where appropriate.

4. Once a grant has been awarded to an applicant, a cheque will be forwarded from the Trust to Shekinah EAP and the applicant will be informed of the decision by the Trust Secretary. It will then be the responsibility of the client to engage with Shekinah EAP and make arrangements for a course of sessions to commence. The client is expected to pay the difference themselves direct to Shekinah EAP. If for any reason, all or some of the funded sessions are not utilised by the client, the Trust will be informed immediately, and the unused funds returned to the Trust. The Trust will have no further contact with the client unless, after they have completed their initial course of funded EAP sessions, they make a further application for funding for some additional sessions.
5. If the client is nearing the end of their course of funded sessions and the Equine Assisted Psychotherapist, in their professional opinion, believes that the client would benefit from some additional sessions, they may suggest to the client that they might re-apply to the Secretary of the Shekinah Trust for funding for some additional sessions, and inform the Trust in writing that they have done so. In this situation the client need not provide the Trust with a second letter from a Supporter. It is recommended that the Psychotherapist makes this suggestion as soon as possible to avoid a prolonged break between therapy sessions for the client while the second application is being processed.
6. When the Secretary has received a satisfactory second application form from the client the Trust will consider the application. In most cases, the Trust will offer up to half the amount of EAP sessions originally offered. In mitigating circumstances, where the EAP Professional believes that further funded sessions would be essential for a particular client, on recommendation by the EAP Professional, the Trust may consider offering further sessions where circumstances allow without recourse to a third application.

The Secretary,
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