

DFG Process Map

Occupational Therapy team complete DFG Referral form and send to Gedling Borough Council. Occupational Therapy assessment. Applicant given Test of resources form to complete and send to Gedling Borough Council. Grants Department received DFG referral Grants visit property and applicant. If necessary OT will visit. Schedule of works established and agreed by OT. Schedule quoted for by minimum 2 contractors Applicant selects architect Plans agreed and signed Occupational Therapist arranges for Schedule of works read/comments/agreed Specialist equipment quotes Building regs/planning approval **Tenders** Full grant application Grant pre-approval Funding secured (mandatory, discretionary, Top up, charity, self) Money in place Final Grant Approval