

WAKEFIELD FIRST

Frequently Asked Questions

I am a new applicant. When will I receive my payment?

Please allow 15 working days for the payments team to appraise and process your payment, from the point at which we have received all the information we need. This is due to government mandated checks that need to be undertaken.

If we require more information to process your grant claim, our team will be in touch. This may delay the time it takes to release the payment.

- 1) Do I need to re-apply for the new January 2021 lockdown Grant?
- a) **If you have already applied for any of the lockdown grants for the period 5TH November 2020 to date you do not need to apply for the current lockdown grant payment. We will make a payment directly in to the account we paid the grant for the November 2020 period.**

If you have not yet accessed any of the LRSG / ARG grants for the November 2020 period, then please apply, and an award will be made covering all eligible periods. For a full breakdown of periods, grants and eligibility criteria, please see our [Wakefield First website](#).

- 2) How have you calculated the amount of LRSG / ARG grant I am entitled to receive?
- a) **The grants are awarded based on the amount you pay per year for your business rates, or your ongoing property or business related costs. For a full breakdown of grant awards including eligibility criteria please see our [Wakefield First website](#)**

We will also determine your eligibility based on the guidance set by central government.

I have already received a discretionary (ARG) payment. How much will I get as an ARG payment or For ARG (discretionary payments)?

The amount you will receive for the January 2021 lockdown is as follows:

ARG amount Previously received	Additional amount for this period
£1000	£1500
£1800	£2500
£2800	£2500

3) Am I able to receive a Local Restrictions Grant and an Additional Restrictions Grant payment?

a) No, your claim will be first assessed against the Local Restrictions Grant eligibility criteria, those not eligible for the Local Restrictions Grant, will then be assessed against the Additional Restrictions Grant.

- **You will only be eligible for one of the above schemes**

4) Am I eligible to receive the Coronavirus Business Lockdown payment (known as the Top Up payment) as well as the Local Restrictions Grant?

a) Yes, the Top Up grant payment will be paid as one payment with your Local Restrictions Grant lockdown payment. Please see a full breakdown and eligibility criteria on our [Wakefield First](#) Website.

Business who have a Business rates assessment (even if the amount they are billed is £0) and have been legally mandated to close will be eligible to receive the COVID Top Up payment, this is determined based on you rateable value and is paid in sums of £4000, £6000, and £9000

***You will not receive a Top Up payment if you have received the Additional Restrictions Grant**

5) Will I receive anything for the January 2021 lockdown on top of my first Additional Restrictions Grant?

a) Yes, if you received an additional restrictions grant payment for November 2020, an additional Top Up payment will be sent automatically to you, you will not need to re-apply for this.

6) I have recently become aware of the Local Restrictions and Additional Restrictions grant payments, if I apply today will my award be backdated from November 2020?

a) Yes, we will assess all new claims for schemes dating back to 14th October 2020, and any award will be paid to you in one lump sum payment.

7) How will I be notified of the outcome of my claim?

a) An email will be sent to you with confirmation of the grant award that you have been determined eligible to receive (please check your junk folder)

8) What if I think my payment is incorrect?

a) Please refer back to the [Wakefield First](#) eligibility criteria, this sets out clearly the assessment criteria and the amounts awarded against each

9) I am having problems updating documents on the application form?

a) Please try to upload documents to support your application at the outset, as this enables us to assess your claim more quickly. If you are having problems uploading documents please consider the following:-

- **The size of the document you are trying to upload, (it may be easier to upload several smaller documents rather than one large document)**
- **Consider trying to access the form on a different device, e.g. laptop or android / tablet**
- **Or if this does not work, submit without attachments and forward information to businesssupport@wakefield.gov.uk making sure you put your application reference number in the subject header.**

10) When should I expect to receive my payment?

a) Please allow 15 working days from the date you submitted your application and any supporting evidence.

11) What period does this grant cover?

a) The Local Restrictions Grant and the Additional Restrictions Grant cover periods of lockdown as follows:-

5th November – 1st December 2020

Period of 42 days from 5th January 2021