



CILEX Foundation Grants (Practice Rights) Programme

**Information and Guidance for CILEX
members**

***This guidance provides important information. Please read
before filling out an application form***

Funding cycle Spring – Summer 2026

Guidance and Information notes for applicants – CILEX Foundation Grants (Practice Rights) Programme

Please ensure you read this guidance in full, before starting the online application process for the CILEX Foundation Grants (Practice Rights) Programme.

1. What is the CILEX Foundation?

1.1. The CILEX Foundation is an independent registered Charity (registered charity number 1185862) that supports CILEX Members, whether they are qualified CILEX Lawyers or CILEX Paralegals, non-practicing members or students studying the CILEX route to law.

1.2. A charitable aim of the CILEX Foundation is to *advance the education and training of legal professionals*. We do this by offering financial support and development opportunities.

2. What is a CILEX Foundation (Practice Rights) Grant?

2.1. A CILEX Foundation (Practice Rights) Grant provides funding for Fellows of CILEX to make an application for Practice Rights, via submission of a portfolio CILEx Regulation Limited (CRL), in the event that other funding is not available to them.

2.2 Grants can be made for the full value of the CRL application fee (currently £450) only. Grants are made to those who demonstrate eligibility and need, following a simple assessment process. Grants are awarded at the Charity's Trustees' discretion.

2.3 Grant applicants are expected to have explored all other means of funding their chosen course, including employer support with funding or the use of their own personal savings.

2.4 Grants are intended to be used at the earliest opportunity and should only be applied for once an *expression of interest* to submit a portfolio to CRL has been completed. In the interest of fairness in distributing charity funds, applicants cannot apply for a Grant in advance of preparing their portfolio.

2.5 Grants cannot be made to applicants who have already paid the application fee to CRL, nor can Grants be used to cover or offset the cost of the Assessment or Course and Assessment routes of obtaining Practice Rights.

2.6 Upon receipt of Practice Rights, there is no expectation that the Grant will be repaid by the applicant.

Additional support for all CILEX Foundation funding recipients

3.1 The CILEX Foundation offers a Welfare and Support Programme which includes access to [PayPlan](#). As a CILEX Member you can access free, independent money, budgeting and debt

advice from their specialist advisors. Grant recipients are encouraged to access this advice in addition to any financial award made by the CILEX Foundation. Further information is available [online](#), or from the Charity Support Team.

4. Who is eligible for a CILEX Foundation Grant?

4.1 To apply for a Practice Rights Grant, members must meet **all** of the following criteria:

- Be a **resident of England or Wales**
- Be a **CILEX Fellow** at the time of applying, or have held Fellowship prior to the *Mazur* ruling
- Have **prepared an application for Practice Rights for submission via the CRL portfolio route** at the time of applying for the grant
- **Not** be receiving funding from any other source to obtain Practice Rights e.g. workplace funding.
- Be able to demonstrate that they have lost their job role or suffered demotion/pay reduction or that their current employment is at risk, or that their work is otherwise compromised, **if Practice Rights are not obtained.**

4.2 Applicants are limited to a maximum of one Grant. If a portfolio submission is not fully completed following the Grant being made, or if the application for practice rights is refused by CRL, no further award can be made.

4.3 If you are unsure of your eligibility, please contact the Charity Support Team via email CILEXFoundation@cilex.org.uk or via the [General Enquiry Form](#)

4.4 Grant awards will not be made where the Member has already paid for their portfolio submission to CRL. A Grant award cannot be used to offset any other cost associated with the application for Practice Rights.

5. How do I apply?

5.1 A digital application form can be found on the CILEX Foundation page of the MyCILEX Portal.

5.2 It is strongly recommended that you complete the form in one sitting, to avoid your work being lost.

5.3 You do not need to enclose any supporting documentation at the application stage but may be asked to provide further information for the purpose of randomised verification testing (dip sampling) during the course of the application process.

6. How are applications assessed?

6.1 Once submitted, your application will be passed to the Charity who will screen for eligibility and assess the information you have provided.

6.2 You will not be asked to submit evidence of your personal finances at the application stage but will be asked to declare that you have explored other funding sources, including funding through your employer and use of personal savings. It is important that you complete the form honestly, and to the best of your ability, giving as much detail as possible where required to do so.

6.3 To ensure that charity funds are being distributed appropriately, we may ask for further information, this could include confirmation from your employer that workplace funding for Practice Rights portfolio submission is not available to you. If your application is selected, we will contact you ahead of making any approach to your employer.

6.5 The Grant programme is expected to be in high demand, and meeting eligibility criteria does not guarantee that an award will be made. We cannot update on the progress of individual applications throughout the application process.

6.6 The decision on whether a Grant is awarded, and the value of the award will be made by the Trustees of the CILEX Foundation. Their decision is final.

7. What if I need support with my application?

7.1 If you require support or assistance in completing the application form, please contact the Charity Support Team via CILEXFoundation@cilex.org.uk or via the [General Enquiry Form](#)

7.2 If you think you may require reasonable adjustments to any part of the application process, please contact us to discuss how we can support you to apply.

8. When can I apply?

8.1 The CILEX Foundation Grant (Practice Rights) Programme will be available from 18th March 2026.

8.2 The application portal will remain open, whilst funding is available. We reserve the right to pause new applications to allow for thorough and fair assessment of existing applications.

8.3 We reserve the right to close applications in the event that the number of applications exceeds available funds. In this event, we will give prospective candidates as much notice as possible of the closure of the programme.

8.4 Awards are expected to be in high demand, with anticipated applications outnumbering available funds. To allow for fairness in the distribution of charity funds, we ask that only candidates who can evidence that they meet the criteria and have expressed applied to submit their Practice Rights portfolio to CRL make an application for a CILEX Foundation Grant.

9. What if my Practice Rights application is unsuccessful?

9.1 Only one Practice Rights Grant per Member will be made. In the event that your application to CRL is unsuccessful, you will not be able to apply for further Grant funding from the CILEX Foundation.

10. Payment

10.1 Grants will be paid to CRL directly, and not to the Member or their Employer.

10.2 Upon confirmation that your application for a CILEX Foundation Practice Rights Grant has been successful, we will notify CRL, who will make the necessary adjustment to any invoice due to you for the submission of your Practice Rights portfolio.

11. Disciplinary action and fraudulent applications

11.1 The CILEX Foundation reserves the right to withdraw an award from anyone who is found to have misled the CILEX Foundation about any aspect of their eligibility and to seek repayment of any monies already paid to them.

11.2 The CILEX Foundation reserve the right to notify regulators and other legal or law enforcement authorities if an application is found to be fraudulent.

12. Decisions

12.1 The CILEX Foundation's decision on the interpretation of eligibility criteria and all elements of its assessment processes is final. There is no right of appeal.

13. Promotion of the CILEX Foundation

13.1 The Foundation may ask the Grant recipient to promote the work of the CILEX Foundation or engage in publicity relating to the Grant Programme, by prior agreement. The Charity Lead will contact all parties in advance of any activity to discuss this with you. This type of promotion is very important for the continued funding of our programmes and charitable activity, and your co-operation is vital.

13.2 In the event that you are contacted by any organisation (other than CILEX, The CILEX Foundation or CILEX Law School) to speak about your CILEX Foundation Practice Rights Grant, we ask that you notify the CILEX Foundation for advice and guidance at your earliest convenience, before making any statement or comment.

14. Use of data

14.1 Refer to our web pages for our Data Protection, Privacy and Cookie policies.