

Factsheet 6: Financial support for workplace adjustments: Access to Work

Access to Work is a discretionary government scheme that helps pay for workplace adjustments, such as a job coach. It can also help with extra employment costs that result from a person's disability. This can include a workplace assessment, Mental Health Support Service assistance or a contribution towards specialist aids or equipment that might be required in the workplace. These would be in addition to an employer's reasonable adjustments obligations as part of the Equality Act 2010.

The level of financial support available via Access to Work

Access to Work will normally cover 100% of the costs for: costs of up to 100% for:

- people who have been working for less than 6 weeks when they first apply for Access to Work
- the Mental Health Support Service
- support workers (job coaches)
- additional travel to work and in-work travel costs
- communication support at interviews

The level of grant will depend on:

- whether the person is employed or self-employed
- how long they have been in their job
- the type of help require¹

Cost-sharing between the employer and Access to Work

After 6 weeks, the cost-sharing rules apply. This means that Access to Work will refund up to 80% of the permitted costs between a fixed threshold, which is dependent on the number of employees your company has, and £10,000. As the employer, you will be asked to pay 100% of costs up to the threshold and 20% of the costs of anything in between, up to £10,000.

Number of employees	Amount of threshold
0 to 49 employees	nil
50 to 249 employees	£500
Over 250 employees	£1,000

Any costs above £10,000 will normally paid for by Access to Work. The maximum amount of Access to Work funding per person is currently £59,200.²

For further information, and to find out how to apply, please visit the [DWP website](https://www.dwp.gov.uk/access-to-work).

1. https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/791055/employer-guide-access-to-work.pdf

2. This amount is valid until 31 March 2020, when it will be reviewed. <https://www.gov.uk/government/publications/access-to-work-factsheet/access-to-work-factsheet-for-customers#how-to-claim>