

## Application Pack

### What We Can Fund

This list is subject to change at any time

#### Specialised Equipment

- Manual Wheelchairs
- Powerchairs
- Sit to stand Powerchairs
- Specialised Buggies
- Walking Frames
- Standing Frames
- Therapy Tricycles
- Sensory Equipment
- Physiotherapy Equipment
- Equipment for the Blind
- Nebulisers
- Specialised Beds
- Specialised Cots
- Night Positioning Systems
- Safespaces
- Neater Eaters
- Specialised Seating
- Specialised Baths
- Specialised Sinks & Toilets
- Specialised Bathing Accessories
- Medical Monitors
- Suction Units

This list is not exhaustive, however if it is a piece of equipment that has not been funded before we may need additional information.

#### Therapy

- Conductive Education
- Private Physiotherapy
- Rehabilitative Therapy
- Hyperbaric Oxygen Therapy
- Therapy at Advance
- EEG Neurofeedback Therapy

#### Treatment

- Treatment/Surgery not available in the UK
- Treatment/Surgery where there is expertise abroad

Applications for treatment and therapy not listed will need to be researched before a decision can be made. This can lengthen the application process.

#### UK Autism Initiative

- Biomedical Treatment
- Hyperbaric Oxygen Therapy
- Auditory Integration Training
- Son-Rise Courses (UK courses only)
- ABA Therapy
- Therapy at Advance

#### Destination Dreams

- Caudwell Children funds & organises the Destination Dreams Programme. Destination Dreams is a group holiday for children fighting a life-threatening condition.
- Siblings (under 18), parents and if necessary a professional carer are invited to accompany the child.
- The holiday is accompanied by a medical team, Caudwell Children staff and & volunteers, enabling a stress-free supported environment for each family.
- On successful application, detailed information will be given on the next available programme.

Applications have now closed for the 2010 holiday and will re-open in November for 2011.  
Please call 0845 600 1348 to register your interest.

# Application Guidelines

The Charity does not give to other charities, trusts or organisations. All funding requests must be by application form and be on behalf of a specific child.

The child must be 18 years old or under at time of application, a legal resident of the United Kingdom and have a chronic illness or disability.

Caudwell Children provides funding for the following: Equipment, therapy, treatment and the annual Destination Dreams group holiday. The donation must make a significant difference to the child's life.

Any equipment funded by Caudwell Children must be specifically designed for a child with special needs.

Funding is only available to families whose joint/wages/salary is less than £45,000 gross per annum (not including any benefits). The financial details required are those of the parents or guardians and any savings or assets will be taken into account. Should you not wish you disclose your financial details, funding cannot be considered.

If you have received a large sum in compensation by way of a legal claim in regards to the child's condition, you will not be eligible for funding.

Proof/confirmation of the child's situation in written form from a professional body or health care professional (e.g. physiotherapist) will be required as will confirmation that the item requested is suitable for that child.

The Charity is unable to give money to a general fundraising campaign for an individual child, however the Charity may be able to purchase or fund a specific item within that campaign.

In exceptional circumstances 100% funding will be considered, dependant on the family's/child's circumstances.

Caudwell Children are responsible for the ordering of the donated item and invoices for payment to be made out to Caudwell Children are required. Caudwell Children cannot pay monies into other funds/collections and cannot in any circumstances reimburse families for money already spent.

Caudwell Children are unable to consider funding any piece of equipment, treatment or therapy that has been ordered or purchased before the application has been approved.

The application form must be completed truthfully and signed.

In rare circumstances a visit or several visits by Trudi Beswick, CEO of Caudwell Children or a Trustee may be required.

Caudwell Children **DO NOT** fund the following:

- Building works or fixtures and fittings
- Gardening, fencing, hard surfacing and safety flooring
- Domestic appliances, non-specialist furniture, flooring, decorating, clothing or bedding
- CCTV Systems, trackers, televisions, DVD players, computer games
- Swimming, horse-riding, music or driving lessons
- Private school fees
- Speech & language therapy or occupational therapy
- Respite care, childcare, residential holidays, travel or accommodation expenses
- Dolphin therapy, music therapy, faith healing, alternative therapy or trips to Lourdes
- IT Equipment
- Motor vehicle purchase, lease, adaptations or accessories
- Equipment repair, maintenance, adaptations or accessories
- Equipment lease or rental
- Legal costs
- Holidays (**excluding** holidays for terminally ill children)
- Lifts or ramps (internal or external)
- Play equipment (**not** including therapy tricycles or sensory equipment)
- Stem-cell Treatment/Therapy
- Tracking & Hoists
- Hot-tubs
- Son-Rise courses outside of the UK (including Intensive) and outreach visits in the UK.

This list is subject to change at any time

**Caudwell Children reserves the right to decline funding.**

# Caudwell Children

## Application Form

### Changing Special Children's Lives

Please read the attached guidelines carefully before completing this form

#### 1. Applicant Details (this is the person filling out the form)

Mr / Mrs / Miss / Ms *(please delete)* Surname .....

First Name(s) ..... Contact Number: .....

Address .....

.....

Relationship to Beneficiary\* ..... Name of Beneficiary\* .....

Date of birth of Beneficiary\* ...../...../..... \* The child for whom you are applying

#### 2. Details for Beneficiary's Parents/Guardians

Name of Parents/Guardians .....

Address .....

.....

Post Code ..... Time at Present Address Years  Months

If under 5 years please give previous address .....

.....

Work Phone Number ..... Evening Phone Number .....

Mobile Number ..... Email address: .....

UK Passport Number ..... OR National Insurance No: .....

Marital Status (please tick the relevant box)

Married/Cohabiting  Single Parent  Widowed  Divorced/Separated

Residential Status (please tick the relevant box)

Owner \*  Tenant  Living with parents  Other

\*If owner what type of house

Detached  Semi-detached  Flat/Apartment  Terrace/Town House

No of dependant Children  Details of additional children (beneficiary details not required)

Name ..... Date of Birth ...../...../.....

Name ..... Date of Birth ...../...../.....

Name ..... Date of Birth ...../...../.....

Name ..... Date of Birth ...../...../.....

**3. Application**

3.1 Name of child's illness/condition .....

3.2 Donation/item(s) requested .....

3.3 Cost of donation/item(s) requested Please estimate if you do not know an exact amount £.....

3.4 Present quality of child's life .....

3.5 Difference this donation would make .....

3.6 Background/Additional Information .....

**3.7 | Parent/Guardian Financial Status**

			<i>Please delete</i>
Total <b>GROSS</b> earning of parents/guardians (if applic.)		£ .....	Per annum/per month/per week
Additional Income	Benefits	£ .....	Per annum/per month/per week
	Pension	£ .....	Per annum/per month/per week
	Maintenance	£ .....	Per annum/per month/per week
	Other	£ .....	Per annum/per month/per week
Savings	(if applicable)	£ .....	
Mortgage(s) Outstanding	(if applicable)	£ .....	
Other Assets	(if applicable)	£ .....	

**3.8 | Parent / Guardian Employer Information**

Father/Guardian 1 Job Title	.....	Mother/Guardian 2 Job Title	.....
Name of Employer	.....	Name of Employer	.....
Address	.....	Address	.....
.....	.....	.....	.....
Duration of Employment	.....	Duration of Employment	.....
You can contact my employer	Yes/No (please delete)	You can contact my employer	Yes/No (please delete)

**3.9 | Your Fundraising (if applicable)**

*Please complete this section if you are asking for a donation towards an ongoing appeal*

How much money is required in total in regards to the appeal £.....

Please show a breakdown of these costs below:

**Item/Description**

<b>Cost 1</b>	.....	£.....
<b>Cost 2</b>	.....	£.....
<b>Cost 3</b>	.....	£.....
<b>Cost 4</b>	.....	£.....
<b>Cost 5</b>	.....	£.....
<b>Cost 6</b>	.....	£.....

How much money in total have you raised to date in regards to the appeal £.....

How much money have you spent to date in regards to the appeal £.....

How much money is still required to reach your target £.....

**4. | Other Information Required**

**4.1** Details of other organisations applied to: *This will in no way affect the outcome of your application*

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.....

.....

.....

4.2 What benefits will the support of Caudwell Children bring:

.....  
.....  
.....  
.....  
.....  
.....

4.3 Should your application be successful would you authorise Caudwell Children to use your details for publicity and general information?

*This will in no way affect the outcome of your application*

Yes  No (please delete)

4.4 Have you received any compensation by way of a legal claim in regards to the child's condition?

Yes  No (please delete)

If Yes please specify amount received

£.....

Are you currently pursuing a legal claim in regards to the child's condition?

Yes  No (please delete)

If Yes to either of the above please give details.....

.....  
.....  
.....  
.....

4.5 Please tell us how you heard about Caudwell Children?

.....  
.....

Please be aware that should your application progress further, Caudwell Children will require additional information.

All the details that I have provided within this form are true and correct to the best of my knowledge. I understand that failure to disclose full details could invalidate my application.

Name (printed) .....

Signed ..... Date ..... / ..... / .....

THANK YOU FOR COMPLETING THIS FORM, WE WILL CONTACT YOU TO CONFIRM RECIEPT

Please return to:  
**Caudwell Children**, Applications Department, Minton Hollins Building, Shelton Old Road,  
Stoke on Trent. ST4 7RY.



# Application & Assessment Process

## Stage 1



1st Application Form



Assessment of 1<sup>st</sup> Application Form (once fully completed by applicant).

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## Stage 2



2<sup>nd</sup> Application Form.



Assessment of 2<sup>nd</sup> Application Form (once fully completed by applicant).

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## Stage 3



Assessment/Decision/Referral to the Trustees by the CEO of Caudwell Children (dependant on the nature of the application).

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## Stage 4



Assessment/Decision by Trustee/s at quarterly meetings (dependant on the nature of the application).



A visit by the CEO or Trustee may be necessary at any time during the application process (1 or more visits may be required).



As a guideline, this process may take anywhere between 1 – 6 months, dependant on the complexity of the application, quick completion by the applicant and quantity of applications being assessed at the time



At any point, questions may arise from the assessment procedures, which may lengthen the process.



It is in your interest to complete each application form as fully as possible, as failure to do so will delay your application.



The Charity ensures that all applications are handled as quickly as possible.

# Equalities Monitoring Form Strictly Confidential

## Child's Details

### Nationality & Ethnic Origin

- White – British
- White – Irish
- Other White background
- Black – British
- Black – Caribbean
- Black – African
- Other Black background
- Asian British

- Asian British
- Asian – Indian
- Asian – Pakistani
- Asian – Bangladeshi
- Chinese
- Other Asian background
- Dual Heritage/Mixed
- Other ethnic background

### First Language

### Gender

- Male
- Female

### Age

- 0-4
- 5-9
- 10-14
- 15-19

### Religion

- Christian
- Muslim
- Jewish
- Hindu
- Other
- None

## Your Details

### Nationality & Ethnic Origin

- White – British
- White – Irish
- Other White background
- Black – British
- Black – Caribbean
- Black – African
- Other Black background
- Asian British

- Asian British
- Asian – Indian
- Asian – Pakistani
- Asian – Bangladeshi
- Chinese
- Other Asian background
- Dual Heritage/Mixed
- Other ethnic background

### First Language

### Gender

- Male
- Female

### Age

- 16-19
- 20-29
- 30-39
- 40-49
- 50-59
- 60+

### Religion

- Christian
- Muslim
- Jewish
- Hindu
- Other
- None

### Disability Status

- I am not a disabled person
- I consider myself a disabled person

*This data will be used for monitoring equality of opportunities.*