

## Home essentials fund Application form

Cystic Fibrosis Trust provides grants to support people with cystic fibrosis (CF) of any age with the cost of essential household appliances. Our support is focused on people on low incomes.

### How to apply

1. Please read our **grant guidelines**, which are available on our website or from the helpline, before filling in this form.
2. Please fill in sections 1, 2, 3, 4 and 6.
3. Please ask a member of your CF Team to complete the supporting statement in Section 5 or to email their statement to **helpline@cysticfibrosis.org.uk**. Your CF Team can also fill out Sections 1, 2, 3, 4 and 6 for you.
4. Your CF Team should email the completed form to **helpline@cysticfibrosis.org.uk**
  - If you email the form to us your CF team will still need to send an email **from their NHS address to helpline@cysticfibrosis.org.uk** to confirm they provided the supporting information.
  - If you send the form to us without section 5 completed, your CF team can send an email with the supporting information to **helpline@cysticfibrosis.org.uk from their NHS address**. They need to see the form or have discussed the information you have provided on the form before providing a statement.
5. We will be in touch within 10 working days to update you.

6. You need to send us details of the item you are applying for as part of the application.

7. If your application is successful you will need to send us a receipt or a proof of purchase within a month of receiving the grant.

We no longer accept applications by post but our Helpline team can help with filling in forms over the phone, and our forms are available in Word and PDF formats. Please call 0300 373 1000 (Mon-Fri 10am-4pm), email **helpline@cysticfibrosis.org.uk** or send a WhatsApp message to **07361 582053** if you have any questions or need any help to complete this form.

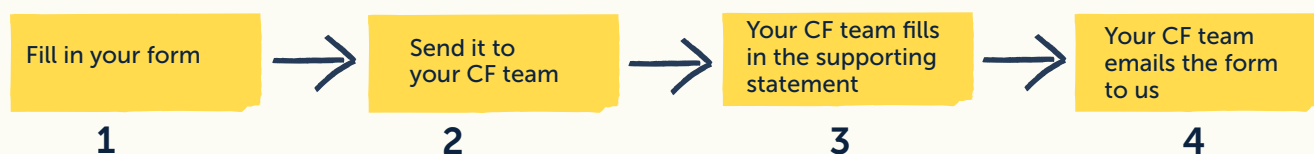
We will contact applicants and endorsers to gather more information, for feedback and to offer other support.

In completing this form as an applicant or endorser, you consent that the Cystic Fibrosis Trust will store and process the information provided solely for the purposes of assessing and processing this grant application, providing relevant support, and future grant application made by/for the applicant.

We will treat any information provided in your application in strict confidence and will not share it with anyone without your specific consent.

For more information, please see our privacy policy on our website.

### Application steps



## Section 1: Applicant's details

Here we need some details from you. The applicant is the adult or child with cystic fibrosis.

We will contact you about your application, so please make sure this information is correct.

Applicant's name	
Applicant's address	
Applicant's date of birth	
Contact name (parent/carer if applying for a grant for someone with CF who is under 18)	
Contact email address	
Contact phone number	

## Section 2: Eligibility

Here we need to check that you are eligible to apply for the grant.

Please confirm that **all** of these criteria are met by ticking each box:

The applicant has a diagnosis of cystic fibrosis and

The applicant lives in the UK and is under the care of a UK specialist cystic fibrosis team / centre and

The applicant's household has less than £6,000 in savings or another bank account.

Please tick the box to confirm that **at least one** of the following criteria are met:

The applicant (or their household if a child):

receives a means-tested benefit. Means-tested benefits include: Universal Credit; Pension Credit; Housing Benefit; Council Tax Support

**OR**

something unexpected has happened and you are struggling to afford an essential household item. Please tell us what has happened

### Section 3: Requested item(s)

Here you need to tell us about what you need, why it's needed, and the cost

We provide up to a **maximum set amount** for commonly requested items. You can apply for up to the maximum of the set amount for each item. If what you need costs more than this set amount, please provide reasons as to why the more expensive item is needed in the space below. Please contact us if the item will cost more than the set amount and the grant would be a contribution to the total cost, as we are not usually able to part-fund items. We can't usually fund delivery and installation costs so please keep this in mind.

Maximum Set Amounts per item:

Fridge	£200
Freezer	£250
Fridge freezer	£300
Washing machine	£300
Tumble dryer	£280
Washer dryer	£400
Electric Cooker**	£300
Gas Cooker**	£350
Bed*	Single £200 Double £250
Mattress*	Single £230 Double £300

\*We can only provide Home Essentials Fund grants for beds/mattresses where the need is urgent and essential; this is usually when the person with CF doesn't already have a usable bed/mattress.

\*\*If you are applying for a grant for a cooker, and need help with the cost of safely disconnecting an old cooker and/or safely installing your new cooker, please tell us about this on the form, including evidence of costs as we may be able to help with this.

Please tell us what you plan to use the grant for:

Please tell us why the grant is needed and explain how the grant will help you/the person with cystic fibrosis to stay well and look after their CF health

Item details: please include a link to the item you want to buy. You can also send us a screenshot or photo.	Cost (£)
Total amount requested	£

If you need the grant to replace an item that is broken, please confirm:

- The item is not covered by a guarantee or the item had a guarantee which has now expired
- The item cannot be repaired

We might share the story of your grant to help us promote our grant programmes and raise awareness of how our support helps people living with cystic fibrosis. Stories like yours are really important to us as they show people how we can help. To protect your privacy, we always change names and any identifying details when we share these stories. If you prefer that we do **NOT** share your story, please tick here

**Further support**

Would you like a free benefits check to help confirm you are receiving everything that is available to you?

Yes    No

Would you like free **income maximisation** or budgeting help which is provided by our Welfare Team?

Yes    No

If you're a CF team member and have ticked either box above, please let the applicant or listed contact know that once the grant is processed, our welfare team will get in touch to book their appointment.

## Section 4: Payment details

### Here we need your payment information

We pay all grants by BACS bank transfer as this is the quickest way to get the funds to you. Please provide the bank details of your chosen account below. If you do not have a bank account please contact our helpline.

Your name (as it appears on your bank statement)	
Bank/Building Society	
Account number	
Sort code	

**If this grant is for an adult with CF and will be paid to someone else, please tick here to confirm you agree to this. If you are a CF team member completing this form, please tick here to confirm the applicant knows about the grant and agrees to it being paid to this person.**

### Next steps

- If you are completing this form for yourself or someone you care for, please ask your CF team to fill in Section 5.
- If you are a CF professional completing this form on behalf of someone with CF, please fill in Section 5.
- Please complete the monitoring form in Section 6.
- Read the important information below and confirm you have understood this

### Important information

- We cannot accept applications for items that have already been ordered or purchased.
- If the application is successful, we ask that you sign up to the free manufacturer guarantee of the appliance.
- If you send us an application that does not mean that you will definitely be given the grant
- We will contact you (or parent/carer if a child) after you receive the grant to request a copy of a receipt/proof of purchase, ask for feedback, or offer other support.
- If you do not provide a receipt you may not be able to apply for future grants from us.
- The appliance/item is owned by you, the applicant (the applicant is the adult or child with cystic fibrosis). This means you should take the item with you if you move.
- If your application is successful you will not be able to apply for another grant for the same household item for three years. If you have already received a grant for this item in the past three years, please contact us before you apply as we may not be able to accept your application.

Please tick to confirm you have read and understood this

## Section 5: Supporting statement from the endorser

The endorser is a member of your CF Team such as clinician or CF centre social worker

This section should be completed by the endorser and emailed to us from their professional email account. Please note that we may contact the endorser to request further information related to this application or to confirm they provided the statement.

Please tick if they will be emailing their supporting statement

I confirm that this grant will be used to benefit a person living with cystic fibrosis who is in urgent need of support with basic essentials and that the information given is correct.

Name	
Job title	
Place of work	
Contact number/email	

Please confirm that, to the best of your knowledge, the item is essential to keeping someone with cystic fibrosis as well as possible and the need is urgent

Please describe how the person with cystic fibrosis will benefit from this grant and the risk to the applicant's health if they don't receive the grant.

Please tell us the risk to the applicant's health if they don't receive the grant

Supporting statements can also be emailed separately to us at [helpline@cysticfibrosis.org.uk](mailto:helpline@cysticfibrosis.org.uk). They must be emailed from the endorser's professional email account.

Once you have completed all sections of the form, you or your CF Team should email it to [helpline@cysticfibrosis.org.uk](mailto:helpline@cysticfibrosis.org.uk)

You may want to send this form with password protection or encryption. Please see your local hospital or Trust's policy and procedures for the best way to do this. We can't access NHS internal systems but we are able to access emails encrypted via Egress.

## Section 6: Monitoring form

Please help us to monitor the reach and impact of the Cystic Fibrosis Trust's Welfare Grants programme by answering the questions in this final section. The information in this section is not used to make decisions and will not affect the outcome of your application.

**This information is about the person with cystic fibrosis who will benefit from the grant**

### Gender

- Male
- Female
- Intersex
- Non-binary
- Prefer not to say

If you prefer to use your own term, please specify here:

How many adults in your household:

How many children in your household:

### Age

- Under 18
- 18–24
- 25–34
- 35–44
- 45–54
- 55+

### Ethnicity

Ethnic origin is not about nationality, place of birth or citizenship. It is about the group to which you perceive you belong.

#### Asian or Asian British

- Indian
- Pakistani
- Bangladeshi
- Chinese

Any other Asian background

#### Black, Black British, Caribbean or African

- Caribbean
- African

Any other Black, Black British, or Caribbean background

#### Mixed or multiple ethnic groups

- White and Black Caribbean
- White and Black African
- White and Asian

Any other Mixed or multiple ethnic background

### White

- English
- Welsh
- Scottish
- Northern Irish
- British
- Irish
- Gypsy or Irish Traveller
- Roma

Any other White background

## Sexual Orientation

You do not need to complete this section if the applicant is a child

- Heterosexual
- Gay or Lesbian
- Bisexual
- Prefer not to say

I identify as:

## How did you hear about Cystic Fibrosis Trust's grants?

- Cystic Fibrosis Trust website
- Hospital or CF specialist team
- Social media

Other:

## What is your household income per year?

This includes benefits and earnings

- Less than £6,000
- £6,000–£14,999
- £15,000–£27,999
- £28,000–£29,999
- £30,000–£44,999
- £45,000–£59,999
- More than £60,000
- Prefer not to say

**cysticfibrosis.org.uk**

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