Cystic Fibrosis Trust

Rest and relax grant

Application form

Cystic Fibrosis Trust provides grants towards short breaks, experiences and trips for children and adults who have cystic fibrosis. Our support is focused on people on low incomes who wouldn't otherwise be able to afford a break, and those who face the most challenges because of their CF.

Who can apply?

- Rest and relax grants are available to people with diagnosis of CF, who are under the care of a UK CF team
- Rest and relax grants are only available to people who are on a low income and would be **unable to afford a break**. If you can afford a break yourself, we ask you not to apply.
- Rest and relax grants are only available to adults and children with CF **who have been through, or are going through, a difficult time with their CF**. This could be related to their physical or mental health. We'll ask you for information on this form to help us understand why it's important for you/ your child to have a break.

How to apply

Please read the information **about our grants** on our website before filling in this form. Our helpline team can also talk this through with you.

- Please fill in **Sections 1, 2, 3, 4 and 6**. You can ask your CF Team to help you with this.
- Please ask a member of your CF Team to complete the supporting statement in Section 5
- Your CF Team should email the completed form to **helpline@cysticfibrosis.org.uk**
- If you email the completed 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.

What can you apply for?

- We aim to fund short breaks and trips **in full**.
- We only fund trips, breaks and experiences **in the UK**.
- We can't accept applications for trips that have **already been booked or paid for**.

Rest and relax grants for adults with CF have been funded in memory of Janet Rhodes. Rest and relax grants for children with CF have been made possible thanks to the Joseph Levy Foundation.

- If you send the form to us without section 5 completed, the CF team can send an email with the supporting information to **helpline@cysticfibrosis.org.uk** from their NHS address please note they need to see the form or have discussed the information you have provided on the form before providing a statement.
- Our grant panel will make a decision on your application. The panel meets every two months. The date of the panel meeting and closing date for applications can be found on the **Health and Wellbeing** page of our website

Application steps

Fill in your form → Send it to your CF team → Your CF team fills in the supporting statement → Your CF team emails the form to us

1 2 3 4

Uniting for a life unlimited

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 (The applicant is the adult or child with cystic fibrosis)	
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

☐ cannot afford the item for another reason, please give details:

Personal Circumstances

We may use this information to help our panel make a decision on your application. You can use the tick boxes provided, or circle, highlight or write on the form.

Does anyone else in your household have a long-term health condition or disability?

☐ Yes
☐ No

If yes, please give details below

Number of adults in the household (18 and over):

Number of children in the household (Under 18):

Housing type (please tick one that best describes the applicant's housing situation at the moment):

☐ Own home outright
☐ Own home with mortgage
☐ Shared ownership
☐ Private tenant
☐ Council Housing
☐ Housing Association
☐ Housed through job/business
☐ Caravan/mobile home
☐ Living with parents/relatives
☐ Homeless (including B & B tenant or hostel, or staying with friends)
☐ Other, please give details:

How many times has the applicant had to stay in hospital overnight because of cystic fibrosis in the last 12 months? Please provide the number of admissions to hospital (not the number of days)

Section 3: Tell us what you are applying for and why

In this section, **you can tell us about the short break, experience or trip you would like, why it's important, and how it will benefit you/your child with CF**. The information you provide will be looked at by a panel who will make a decision on your application, so please give us as much detail as you can.

Please describe the short break, experience or trip this grant will fund

Please provide as much information as possible about the trip or break you are planning. Please note we cannot fund breaks/trips that have already been booked or paid for, and we don't usually part-fund trips.

I am applying for this grant because

Please tell us about the challenges you/the applicant face because of cystic fibrosis. This helps our panel understand why a short break or trip is important. Our rest and relax grants are for adults and children who are going through or have recently been through a difficult time because of CF.

The difference this grant would make is

Please tell us how a short break, experience or trip would make a difference to you/your child with CF. We receive lots of applications and we can't provide a grant to everyone who applies so please provide as much information as possible to help us understand the difference this grant would make.

Please tell us if there is anything else you'd like us to know.

What date will the holiday/short break/trip take place if known? Please note this must be after the date of the next panel meeting – check our website for panel dates	
When did the applicant last go on holiday? **Do you have any other holidays booked?**	

You can apply for a maximum of £450. We aim to fund short breaks/trips/experiences in full, and we can only fund these in the UK.

- Please provide links or screenshots to show where you plan to go and approximate costs
- Don't forget to include the cost of travel (public transport or car fuel) to get there if you would struggle to afford this
- Please contact us before you apply if the break will cost more than £450 and the grant would be a contribution to the total cost, as we are not usually able to part-fund.
- Please see our website for more details of what we can/can't fund.

Short break, experience, trip details	**Cost (£)**
Total amount requested (maximum £450)	**£**

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. ☐

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.

We may contact you in the future to find out how the grant has helped, and we would love it if you'd like to tag us in your holiday pics on social media. You can also WhatsApp or email us some photos – we love hearing about the trips and breaks our grants have funded.

Disclaimer

In applying for a holiday grant, you confirm you have read and agree to the following:
Cystic Fibrosis Trust accepts no liability for death, illness, injury or decline in health caused as a result of or during this short break, trip or experience. Breaks are taken entirely at the applicant's own risk and advice should be sought from the applicant's specialist cystic fibrosis team or medical advisers prior to travelling.

Signed:

If you are filling in this form electronically, please put your name here; we will take your completed application as confirmation that you agree to the above disclaimer

Date:

Applicant checklist

Have you:

- filled in all sections of the form?
- told us why this grant is needed and how it will help?
- included a link/screenshot to the break, trip or day(s) out you would like to buy with this grant?
- included the approximate cost of the break you would like to buy with this grant, including the cost of travel to get there if you need funding for this?

Next steps

- Please complete the monitoring form on the next page. We won't use this information to assess your application, but it is important for us to understand who our support is reaching.
- Ask your CF team to fill in section 5 of this form
- You, or your CF team, will then need to email your completed form to **helpline@cysticfibrosis.org.uk**

Further information

- We cannot accept applications for breaks, trips or experiences that have already been booked or paid for.
- If the application is successful and you are booking a break that comes with free cancellation cover, we ask that you sign up to this when you book.
- If your application is successful, we ask that you book a break that is similar to, or the same as, the trip you told us about in your application. If you need to change your plans a lot, please discuss this with us before you book. Our grants can't be used to fund travel outside of the UK.
- We will contact you (or parent/carer if a child) after you receive the grant to request a copy of a receipt or a booking confirmation. We might also ask for feedback or offer other support.
- If you do not provide a proof of purchase/booking confirmation you may not be able to apply for future grants from us.
- If your application is successful you will not be able to apply for another rest and relax grant for a short break or trip for three years. If you have already received a Rest & Relax grant from us in the past three years we will not be able to accept your application.
- We recommend taking out UK travel insurance including cover for cancellation. Our helpline team can provide a list of travel insurance companies that people with CF have told us have offered them reasonably priced cover. It is your choice whether you take out travel insurance; unfortunately we won't be able to provide another grant if you have to cancel your planned trip for any reason.
- If your application is successful, we ask that you book your short break, trip or experience within six months of receiving the grant. Please let us know if you have to delay your plans for longer than six months for any reason.
- In completing this form as an applicant or endorser, you consent that the Cystic Fibrosis Trust will store and process the personal information provided solely for the purposes of assessing and processing this grant application and future grant applications 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.

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 completed by the endorser. Please note that we may contact the endorser to request further information related to this application or to confirm they provided the statement.

I confirm that this grant will be used to benefit a person living with cystic fibrosis, the information given is correct to the best of my knowledge, I have reviewed the applicant's travel plans and I support this application.

Name	
Job title	
Place of work	
Contact number/email	

Please tell us about why you think this grant is needed and how the person with CF will benefit from a short break, experience, or trip. Please provide specific information to explain the need, with reference to the applicant's CF health and the difference a break could make to their overall health and wellbeing.

Once you have completed all sections of the form, you or your CF Team should email it to **helpline@cysticfibrosis.org.uk**

Supporting statements can also be emailed separately to us at **helpline@cysticfibrosis.org.uk**. They must be emailed from the endorser's professional email account. 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

Uniting for a life *unlimited*