



The Breaks From Caring Fund
Application Form



Information About You – The Carer

Name

Address

Postcode

Telephone

Email

Gender M F Date of Birth / /

Are you (or your partner) in receipt of a means tested benefit—for example Pension Credit, ESA, Tax Credits, Universal credit?

YES NO

If yes, please state which one

If you on means-tested benefits, please tell us a little about your financial circumstances so we can understand how and why a grant from the Breaks from Caring Fund would make a difference.

Information About The Person You Care For.

If you care for more than one person, please put details of the person you provide the most care for and add further details in the next section .

What is your relationship to the person you care for?

How long have you been caring for this person?

How old is the person you care for?

The Government's rules say the person your care for must be 21 or over to get this type of grant. If they are younger, you may be able to apply to the Family Fund. Call us for details.

Please tell us why the person needs care or support?

Does the person you care for live with you? If not, please tell us a little about their living arrangements.

Does this person have care or support arranged or funded by the Social Work or Adult Wellbeing Department or by the NHS? If yes, please tell us about that package of care—what support is provided, how often, whether respite is part of the package, etc?

Information About Your Caring Situation

What does your caring role involve? Tell us about the kind of support and care you provide

Do any other people help you in your caring role e.g. family members, friends or other paid carers?

What breaks from your caring role do you have at the moment?

Have you had any grants or other financial help in the last 12 months towards a break? If yes, please give details.

Information About The Break You Are Planning

Please give as much information as you can about the break you are planning. We cannot pay for breaks which have already happened or been paid for.

Describe the break from caring that you would like to arrange

How much of a grant are you requesting towards the break? £

Please note that our maximum grant is normally £250 and we can only pay one grant per household / caring situation.

Would the grant cover the full cost of the break? If not, how would the remainder be funded?

What care or support arrangements would need to be made for the person you care for while you are on the break?

Would you like any help with arranging this support? **YES** **NO**

If yes, we will ask one of our staff to contact you to see how we can help.

Please describe how you feel this break would be of benefit to you AND the person you care for.

Referee

We ask that you provide the name and contact details of someone who knows about your caring situation well. Ideally they should be a professional (e.g. carer support worker, social worker, occupational therapist, community nurse etc.) **BUT it is better not to list a GP** as they are often not able to provide a reference. We will contact the referee directly but may also ask you to do so.

Name

Job Title

Telephone

Email

Address

Declaration

I confirm that the information given by me in this application form is correct and I give permission for it to be shared with the people considering my application and the person I have noted as my referee.

I confirm that if awarded a grant, I will supply receipts and complete an evaluation form

Signature of Applicant

Date

Please tell us where you heard about
the Breaks from Caring Fund

Questions or Need Help?

If you have any queries about this form or if you think you would need help completing it or arranging a break, please contact Carers of East Lothian on 0131 665 0135 or centre@coel.org.uk.

What Happens Next?

Please send completed application forms to:

Carers of East Lothian

94 High Street

Musselburgh

EH21 7EA

Or via e-mail to: centre@coel.org.uk

We will confirm receipt of your application and let you know when your application will be considered.

We may need to contact you to clarify aspects of your applications and we will contact you if you have asked us to do so.

We will also ask your referees to give us some information and it is generally helpful for you to speak to them about this and about the breaks you are planning.

We normally get more applications than we can fund so we regret that not all applications will be successful. The Panel's decision will be final.

Data Protection / Confidentiality

Your details will be stored securely by Carers of East Lothian (CoEL) on our database as part of the record of the people we support. If you are not already on it, we will add your details to our Carers mailing list so we can send you regular updates. We will not share any personal information with a third party unless required to do so by law in line with our Confidentiality policy. If you would like to view the information that Carers of East Lothian holds about you or if you wish your details to be removed at any time please contact us.