

Thank you for contacting Promise Dreams

Please read carefully:

To apply for a dream we require the parent or legal guardian of the child to complete and sign an application form as enclosed. We ask for as much detail as possible including any other dreams that have been given by other charities and applications for funding from any other sources. When applying for a dream, we also ask all families to consider where they will raise funds from should the Trustee Committee decide to offer a donation towards their child's dream. Often Promise Dreams will offer a donation and not full funding towards a dream. Please consider seriously alternative sources of funding when you apply to us for large projects or dreams.

In addition to the signed, completed application form, we also require two letters of support. One **must** be from the child's GP or consultant and the second can be from the child's social worker or Community Nurse or School Teacher or Health Visitor or Physiotherapist or similar support person holding a title of authority. **Each letter must be on their official letter-headed paper and must outline the following:** -

- Confirmation of the illness/medical condition of the child.
- Confirming what the dream is and why they support that particular dream
- Confirmation that the dream would not be hazardous to the child (e.g. able to fly - overseas travel)

We also require 3 quotes for the dream. In the case of house alterations or medical equipment this is usually easy, but we appreciate that in the case of laptops, sensory equipment etc this can be quite difficult. Therefore, in cases such as this a description of the item/s and details of supplier (perhaps a page from a catalogue) is acceptable. (Please contact the offices for details of possible suppliers if you are in doubt).

For a dream holiday application we need to know the names and ages of all passengers travelling, preferred dates for travel and any special requirements (such as roll-in showers or hoist provision) in order that we can understand the potential cost of the dream holiday. In the case of dream holidays it is likely that, should the Trustee Committee offer to help make a child's dream come true, an offer of a **donation towards the total cost only** would be made and the family would need to **raise the remaining funds from other sources**.

Once we receive all of the information we require, each application is put before the Trustee Committee at their monthly meeting. The Trustee Committee use their criteria to select applications that they are able to help, and agree the funding available for each dream. The families are then contacted and steps are made to fulfil the dream. In the circumstance that your application is not agreed then you may appeal to the Trustee Committee for further consideration. However, please note that their decision is final and no discussion can be entered in to regarding individual cases.

Due to continuing increases in applications received, and the constraints of limited funding, Promise Dreams operates a "once only in a lifetime" policy for dream applications - ensuring we are able to make a difference to as many families as possible.

Promise Dreams promises to respect any personal data you share with us and keep it safe. We aim to be clear when we collect your data and not do anything you wouldn't reasonably expect.

Upon application Promise Dreams may need to pass your details to third parties in order for us to fulfil the dream but this will not be used for any other purpose.

If you have any questions or require any further advice about applying, contact the Promise Dreams office on 01902 212451.

@: info@promisedreams.co.uk

Promise Dreams
Wolverhampton Racecourse
Gorsebrook Road
Wolverhampton
WV6 0PE



Child's name: Child's date of birth:

Parents'/Guardians' full names

Address:

.....

Email Address:

Tel: Mobile:

Are you a British citizen? (Proof of this may be requested)

Names & dates of birth of brothers/sisters living at the above address:-

<u>Name</u>	<u>Date of birth</u>
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.....
.....
.....

Details of illness/medical condition:

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A brief description of the impact that this medical condition has on your child's day-to-day life:

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How long has your child been affected?

Name of your child's GP and practice address:

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Name of primary consultant and address of hospital where child is being treated:

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What is your child's dream?

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Please enclose specific details and 3 quotes. For example, for house alterations or medical equipment include 3 written quotes; for sensory or household equipment include a list of the items, the supplier's name and costs; for a computer include details of any essential components (i.e. CD Drive or educational software); for a holiday include the desired dates of travel, number of passengers etc.

Why have you chosen this dream? Are there any special reasons behind it?

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What difference will this dream make to your child/family?

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Please tell us about your child, their personality and what hobbies, interests & activities stimulate them:

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We require two letters of support for this application. The first MUST be from your child's consultant or GP, and the second can be from one of their support workers (this can be a social worker, therapist, community nurse, head teacher or similar person holding title of authority). The letter **must** be on their **letter headed paper**, **signed** by the writer, **dated** within the last three months and outline the following:

1. Confirmation of the medical condition of your child
2. Confirming what your child's dream is and why they support that particular dream
3. Confirmation that the dream requested would benefit your child and would not be hazardous (e.g. if applying for an overseas holiday the letter must state that your child is fit to fly)



Promise Dreams helps realise dreams for seriously and terminally ill children and we appreciate that this terminology covers a wide range of medical conditions. Your child must be undergoing treatment at the time of application and in certain cases we may need to approach your child's GP or Consultant for further information. **With this in mind, please complete both permission slips below and return to us with this application form.**

If you would like to be notified before we contact the authors of these letters, please tick this box:



Dear support letter writer,

As the legal guardian of(Child's Name) I have applied to Promise Dreams for.....(Child's Dream). Should Promise Dreams require any further information about our family; this child's condition, situation or dream application, I hereby grant permission for you to disclose information to them upon their request.

Signed:..... Print Name:.....

Date:.....



Dear support letter writer,

As the legal guardian of(Child's Name) I have applied to Promise Dreams for.....(Child's Dream). Should Promise Dreams require any further information about our family; this child's condition, situation or dream application, I hereby grant permission for you to disclose information to them upon their request.

Signed:..... Print Name:.....

Date:.....

Please be advised when applying to Promise Dreams you are agreeing for your child's name and dream to be shared with other dream granting charities. This information will only be used to ensure that all applications are reviewed fairly.

Have you previously received help from a Charity or other supporting organisation? YES / NO

If yes, from which Charity or organisation? What help did you receive? And when?

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Please note that Promise Dreams operates a 'once-in-a-lifetime' policy. Unfortunately if your child has already been granted a dream with us we will not be able to help again.

Have you asked anyone else to help you with this particular dream? YES / NO

If yes, please provide details of whom you have asked and how they are helping:

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.....

**Promise Dreams is not always able to fully fund every application.
Please consider the below questions carefully before completing your answers.**

Have you been able to raise any funds yourself towards this dream? YES / NO

If yes, how much have you raised?

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Do you have any further fundraising activities planned? YES / NO

If yes, please provide details:

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If yes, how much do you expect to raise?.....

If we were able to offer a donation towards this dream from where would you try to obtain funding, not outlined above, so that your dream can be achieved?.....

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How did you hear about Promise Dreams?

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Can you help us help you?

To help raise the profile of Promise Dreams, many of the people we help allow us to use their story and photographs in publicity material and appeals. Please confirm if you are willing to help with media publicity for Promise Dreams which may include press releases in local, regional and national publications and inclusion on our website from funding being granted and in the future:

- Yes, we are willing to help with publicity
- No, we are not willing to help with publicity

If you change your mind at any point in the future please contact the office and we can update your preferences.

In order to help us help achieve your dream it would be really useful if you could provide us with a short video appeal. This can be extremely powerful and speed up the funding process. If you would be happy to help with this please tick this box:

Promise Dreams are always looking to improve the ways in which we support seriously ill children and their families. Please tick the support services below that you would be interested in if we were to provide them:

- | | |
|--|---|
| <input type="checkbox"/> Bereavement counselling | <input type="checkbox"/> Counselling for siblings |
| <input type="checkbox"/> Advice on other services available such as respite care | <input type="checkbox"/> Support after diagnosis |

Agreement

I/We have read and understand the information provided in this form, especially with regard to use of our information and publicity, and confirm that the details I/we have provided are true and accurate. By signing this application I agree for Promise Dreams to share my data for dream completion.

- I want to be added to the Promise Dreams supporter database and receive further information. Including Newsletters, event information and future activities.**

Signature of parent/guardian:Date:.....



Submitting your application

Once you have **signed** and completed this **application form in full**, attach your **2 letters of support, 3 quotations** and a **photograph** of your child (if you have agreed to publicity) and **return to Promise Dreams**.

Only once we have received **all** of the above will a member of Promise Dreams contact you to let you know when your application will be put before the Selection Committee at their next monthly meeting so please make sure we have the following items. Failure to do so will delay your application.

Completed application form:

1st Original signed & dated letter of support:

2nd Original signed & dated letter of support:

Quotations:

As mentioned above, Promise Dreams will only contact you when we have received ALL of the above.

Finally send all documents to:
**Promise Dreams, Wolverhampton Racecourse, Gorsebrook Road, Wolverhampton,
WV6 0PE**

**If you would like to speak to a member of the team about your application please call
01902 212451 or e-mail info@promisedreams.co.uk**