

Young Carers Activity Fund

Application Form and Guidance Notes 2018-19

What is the Young Carers Activity Fund?

This fund is to give young carers aged under 18 a break from their caring role and to give them choice about how they take this break. The fund is currently administered by Sheffield Young Carers (SYC) on behalf of Sheffield City Council.

PLEASE NOTE: To avoid disappointing people, we want to make you aware that this fund is VERY limited and can only pay for **36** x £300 grants this year. Please consider this when deciding whether to make an application. Please provide as much information as possible and complete **all** sections of this form. Failure to do this may mean the application is unsuccessful. If you are not successful this time, you **can** apply again in the future.

Who can complete this form?

If you are a young carer who wishes to apply for this fund, please do not complete this form yourself. **This form MUST be completed by a professional** who is working with you and is familiar with your caring situation. This could be your social worker, MAST worker, teacher, support worker, GP or another professional who works with you and/or the person you care for.

The form must be completed together and then signed by:

- You (young carer/young adult carer)
- The professional
- A parent or guardian aged over 18

If you do not have a professional who can do this with you, please ring Sheffield Young Carers on 0114 258 4595 to talk this through.

Who can apply for a grant?

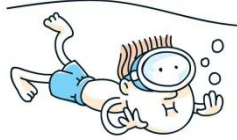
You can be considered for a grant if:

- You live in Sheffield
- You are aged under 18*
- You are identified as a young carer either by:
 - Having a Young Carers Assessment (copy **must** be attached) **OR**
 - Being a member of Sheffield Young Carers (SYC) **in the past**

Please note: We do **not** give grants to current SYC members or those on our waiting list as they are getting or will be getting a break through the SYC service

- You have not received this grant for the last two years
- You will use the funding within the next six months (Activities cannot be funded after they have happened).

* Carers aged over 18 can apply for a [‘Time for Me’ Break](#) from Sheffield Carers Centre.



What kind of activities can be applied for?

We will consider any application which will give an eligible young carer **a break from caring**.

Examples include:

- Costs of activities to have a break e.g. swimming, gym membership, a spa/pamper day
- Transport to get to an activity
- Courses for leisure or personal development (e.g. driving lessons, art or music classes)
- Equipment that will help you take a break (e.g. a laptop/tablet, a Netflix or magazine subscription, a trampoline for the garden)
- The young carer and cared-for person going away together, for example to a bed and breakfast or a caravan. In a case like this though, **the application MUST show how the young carer will get a break from caring**
- The cared-for person going into respite while the young carer takes a break at home or goes on holiday
- Care workers going into the cared-for person's home to enable the young carer to go out or go on holiday
- A relative travelling to Sheffield to care for the cared-for person while the young carer takes a break.

We are also very pleased to consider other, innovative breaks/activities for the young carer.

Please note: Applications **must** make it clear how the cared-for person and the young carer will be safe and well looked-after whilst the breaks are taking place.



We cannot fund grants to pay for:

- Breaks/activities that are taken during school/college hours
- School/college equipment or school/college trips

Please return this form to:

Young Carers Activity Fund, Sheffield Young Carers, Sheaf Bank Business Park, Unit R7b, 20 Prospect Rd, Sheffield, S2 3EN
Any questions? ☎ 0114 258 4595 ✉ information@sheffieldyoungcarers.org.uk 🌐 www.sheffieldyoungcarers.org.uk

How do decisions get made?

Three times per year, all applications are reviewed by a panel of at least three people, including at least one young carer. These panels are held in June, October and February.

The **closing dates for applications** in 2018-19 are 5:00pm on:

- Friday 15th June 2018
- Friday 12th October 2018
- Friday 8th February 2019

How do I apply?

1. Please read these notes carefully to ensure that the young carer is eligible to apply for a grant (see p.1).
2. Please return a signed copy of this form by post. We will email the professional who has filled it in to let them know we have received it and keep the form on file until the next panel takes place. **We recommend you keep a photocopy of this form, in case it gets lost in the post.**
3. We will contact you to let you know if you have been successful or not within three weeks of the application deadline.

What happens next?

Payments are made from Sheffield Young Carers via BACS straight into the bank account of the young carer or their parent/guardian.

The young carer/family must return all receipts within **10 days** of finishing their activity or break to Sheffield Young Carers (to the same address as applications).

Please note: You can apply to the Young Carers Activity Fund every two years but, if we do not get your receipts after your break, **you will not be able to apply again**. If you lose any receipts, please call us as soon as possible to talk this through.

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PLEASE LEAVE THIS PAGE BLANK

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SHEFFIELD YOUNG CARERS: Young Carers Activity Fund 2018-19

For SYC Office use only

Application number:

Date received:

Date of panel:

Amount awarded (if any):

BACS payment date:

BACS ref:

Young Carers Activity Fund: Application Form 2018-19

Please write clearly

THIS INFORMATION ON THIS PAGE WILL NOT BE SEEN BY THE PANEL

ABOUT THE YOUNG CARER

Name			
Address			
Telephone number			
Email address			
Date of Birth		Age	

ELIGIBILITY – to apply for the grant you must meet the following (please tick):

- Does the young carer live in Sheffield?
- The young carer **used to be** a member of Sheffield Young Carers **OR**
 - If they have never been a member of SYC, I have attached a copy of their **Young Carers Assessment** (copy must be attached)
- Will the young carer use the grant within 6 months?
- Has the young carer had a Young Carers Activity Fund grant in 2016-17 or 2017-18?
- Will the fund be used for school/college equipment or trips, or for activities that take place in school/college time? (You must tick 'No' to be eligible)
- For office use only: If the young carer has previously received the Young Carers Activity Fund, have they returned their receipts?

Yes	No

ABOUT THE CARED-FOR PERSON

Name			
Address			
Telephone number		Date of Birth	
Email address			

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PAYMENT

Please provide us with details of how we can make a payment to you if your application is successful. The account must be in the name of the young carer or parent/cared for person.

Name of Account Holder									
Name of Bank/ Building Society									
Roll number (if applicable)									
Sort Code	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>								
Account number	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>								

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For SYC Office use only

Application no:

THE PROFESSIONAL COMPLETING THIS FORM

Name	
Role	
Organisation	
Address	
Telephone number	
Email address	

From this point forward until the last page, please do not include any names as these pages will be seen by the panel. Please use 'young carer', 'mum', 'sibling' etc instead.

Carer Relationship

Who does the young person care for? (e.g. their mum, grandmother, brother etc)	
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Service category

Which service categories best fit the **cared-for** person's situation(s)? (please tick all that apply)

Physical illness	<input type="checkbox"/>	Substance misuse	<input type="checkbox"/>
Mental illness	<input type="checkbox"/>	Learning disabilities	<input type="checkbox"/>
Older people	<input type="checkbox"/>	Physical disabilities or sensory impairment	<input type="checkbox"/>

Condition / diagnosis

Please describe the condition of the cared-for person/people and how this affects them

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THE IMPACTS OF CARE AND ACCESS TO BREAKS/ACTIVITIES

Please describe:

1. **Why** the young carer needs a break from their caring responsibilities
2. **How** their caring impacts on them physically, emotionally, educationally and/or socially.

Please be as detailed as possible.

Continue on another sheet if needed

When did the young carer last have a break from caring?

This might mean a holiday, an educational course, a pampering weekend etc. Please specify how long ago (e.g. 1 year, 6 months, 1 month).

Does the young carer attend any after-school or weekend activities?

If so, please give details and tell us how frequently they do them, e.g. once a week, monthly.

Does the young carer get chance to play/go out with friends?

If so, please tell us how frequently, e.g. once a week, monthly.

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ABOUT THE PROPOSED ACTIVITY

Describe the proposed activity answering all four points below:

1. **What** will be provided and by whom?
2. **Where** will the break / activity take place?
3. **When** will it happen and how often / long is it for?
4. **How** will it give them a break from their caring?

Will the young carer and cared-for person be together for this break/activity? **YES / NO**

If yes, please explain how the young carer will be getting a break from their caring? **It is essential to show how the grant will enable the young carer to get a break from caring, whatever activity they are applying for**

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COSTINGS AND QUOTES

Please give a breakdown of the cost of the various elements of the break being requested.

We need quotes of prices e.g. printed pages from shop or transport websites.

We cannot consider your application without these quotes.

Description (e.g. accommodation, travel, activities, equipment, agency care etc)	Cost in £ Please attach written quotes or printouts of prices

Total amount requested from the Young Carers Activity Fund:

*Remember that the **maximum** grant is £300*

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MONITORING INFORMATION

To help us check whether our grant is reaching young carers of all ages and backgrounds, please tick as appropriate:

ETHNICITY(young person)			
Asian or Asian British:		Black or Black British:	
Bangladeshi		African	
Indian		Caribbean	
Pakistani		Any other Black background (write in)	
Chinese			
Any other Asian background (write in)			
Multiple heritage:		White:	
White and Black Caribbean		British/English/Welsh/Scottish/ Northern Irish	
White and Asian		Irish	
White and Black African		Roma, Gypsy or Traveller	
Any other dual/multiple background (write in)		Any other white background (write in)	
Arab		Prefer not to say	
Any other ethnic group (write in)			

LANGUAGE (young person)			
What is your main language?		If not main language, how well do you speak English?	
English		Very well	Well
Other (include dialect or sign) - (write in):		Not well	Not at all

RELIGIOUS BELIEF (young person)	DISABILITY (young person)
No religion	Mental health condition
Christian (includes: Church of England, Catholic, Protestant and all other Christian denominations)	Sensory impairment
Buddhist	Speech impairment
Jewish	Learning difficulty
Hindu	Learning disability
Muslim	Cognitive impairment
Sikh	Physical impairment
Agnostic	Long standing illness
I prefer not to say	I do not have a disability
Other religion / belief (write in):	I prefer not to say
	Other (write in)
GENDER IDENTITY (young person)	
Female	
Male	
Trans	
I describe myself in some other way (please write in this box)	
I don't want to say	

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CONSENT SECTION

The professional completing this form: I am satisfied that the young carer signing below meets the criteria for the Young Carers Activity Fund, that the proposed break will be of benefit to the young carer and that I am not aware of any unacceptable level of risk arising from the proposed break.

Signed:

 Print Name:

Date:

The young carer and cared for person: I/we confirm that:

- I (the young carer) want to apply for this break from caring
- We both agree to this break taking place
- We will use this fund only for the activities detailed above
- This break/activity will not cause any unacceptable level of risk to either of us or anyone else. We know that SYC cannot be held responsible for any accident or loss which occurs during our break.
- We will produce all receipts to show how we have spent the grant.
- If we do spend not any or all of the grant, we will return any unspent money to Sheffield Young Carers Project.

Young Carer

Signed:

 Print Name:

Date:

Cared-for (or parent/guardian if the cared-for person is under 18)

Signed:

 Print Name:

Date:

At Sheffield Young Carers, we offer many things including:

- Someone to talk to
- Group activities and trips
- Chances for you to have a break and meet other carers your age
- Information and skills to help you in your caring role
- Help with education or employment
- Access to other services like counselling
- Help for the person you care for to make your life easier



Would you like us to contact you to tell you more about the support we offer? **Yes** ☐ **No** ☐

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