

Access Application

Ecas, Norton Park, 57 Albion Road, Edinburgh, EH7 5QY
TEL: 0131 475 2344 WEBSITE: www.ecas-edinburgh.org
EMAIL: info@ecas-edinburgh.org



Case No:

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Established In Edinburgh In 1902

“Applicants are warned not to make any commitment, financial or otherwise, prior to hearing the outcome of their application. Regrettably, Ecas does not have the resources to approve all the applications received, or to wholly fund many applications.”

Personal Details

Forename Surname

Title *Mr/Mrs/Miss/Ms *delete as appropriate Date of birth

Address (including post code)

Daytime Tel.

Amount requested from Ecas £

The grant would be used for the following – give as much detail as possible

HOLIDAY APPLICATIONS – PLEASE GIVE THE FOLLOWING INFORMATION

Date of departure Date of return

Holiday destination

Accommodation £ Travel £ Deposit £

Holiday booked *Yes *No * please delete Date of last holiday

If you receive Income Support (IS) or Pension Credit (PC) then you do not need to complete this page. Instead attach a copy of your most recent IS or PC award letter.

Income Please give all amounts in weekly figures – only complete if you do not receive IS or PC (see above)

	Applicant		Other Household Members	
	£	P	£	P
Earnings				
* Attendance Allowance or "Disability Living Allowance (Please delete)				
Industrial Injuries Disablement Benefit				
Disabled Person's Tax Credit				
Severe Disablement Allowance				
Incapacity Benefit				
Council Tax Benefit				
Housing Benefit				
Jobseekers Allowance				
Working Tax Credit				
Widowed Mothers Allowance				
Pension (Retirement, Widows or Occupational)				
Child Benefit				
Guardian's Allowance				
Child Support Maintenance				
Other				
Total				

Expenditure Please give all amounts in weekly figures – only complete if you do not receive IS or PC (see above)

	Applicant		Other Household Members	
	£	P	£	P
Mortgage/Rent				
Council Tax				
Gas & Electricity				
Telephone				
Food/Household				
Insurance				
Hire Purchase				
Rental (tv, video, etc)				
Bank Loan				
Budgeting Loan / Crisis Loan				
Travelling Costs (Give details)				
Cable/Satellite television				
Internet Connection Costs				
Child Maintenance				
Pension(s)				
Other (Please give details below)				
Total				

Ecas Ltd: a company limited by guarantee in Scotland No. 102790. Registered Charity Number: SCO14929

Registered office: Ecas, Norton Park, 57 Albion Road, Edinburgh, EH7 5QY Tel: 0131 475 2344 Website: www.ecas-edinburgh.org

Sponsor's details

To be completed by the qualified professional responsible for the application (i.e. social worker, health visitor, occupational therapist, community care assistant or physiotherapist).

Please read the guidance notes carefully before completing. If you wish to submit information in support of this application do so on a separate sheet.

I am satisfied that the particulars on this form are correct and that the applicant has the following impairment that meets the medical criteria. The effect on the applicant is described below (continue on a separate sheet if necessary):

Name of Sponsor (please print) Mr/Mrs/Miss/Ms

Profession

Address
(including
post code)

Tel No
(incl code)

Fax

Email

- Please allow at least 8 weeks for administration of grant (12 weeks for holiday grants).
- Please state to whom the cheque is to be made payable.
- Please note the cheque cannot be made payable to the client, it can only be made payable to the sponsoring agency or to the company from whom the purchase is being made.

Cheque made payable to:

The Access Committee are passing the money to you, the sponsor, to be used solely for the purpose given in the application form. The sponsor is responsible for ensuring the money is not used for any other purpose.

Sponsor's
Signature

Date

Medical certificate:

This does not need to be completed if the applicant encloses a copy of their most recent DLA (Care and/or Mobility) award letter.

Please give details of the effects of the main disabling condition including duration and severity, plus any other factors relevant to this application.

Doctor's full name
(please print)

Doctor's signature

Doctor's official stamp

Date

Applicant or parent (or guardian if under 16) must sign the Ecas data protection statement: which is:

Client Data protection Notice

Ecas limited will use the information that you supply on this form, including information about your health, to assess your eligibility for our services and to administer our client records. By signing and returning this form, you consent to our processing your data, including information about your health, for those purposes. You also consent to our contacting your doctor (or other medical profession member whose details you provide) and sponsor for further information in relation to your application.

We may also use your information for marketing purposes, but will not pass it on to anyone else. We may contact you by mail, telephone, fax, e-mail or other electronic messaging service with details of services, newsletters, press releases and items of interest that we feel may be of specific interest to you. By providing us with your address, telephone number and e-mail address, you consent to being contacted by these methods for these purposes. If you do not wish to receive marketing information from us tick this box.

You can unsubscribe from receiving this information at any time by simply writing to or e-mailing us with your details and stating that you wish to unsubscribe.

I can confirm that the information I have provided is accurate to the best of my knowledge.

Children's capacity statement:

Your parents or guardian must sign this form on your behalf if you are under 16 years of age.

Applicant's signature

Date

Access and Holiday Fund Guidance Notes

The Access/Holiday Fund accepts applications for financial help from physically disabled people resident in Edinburgh and the Lothians.

When applying for funding towards the cost of specialised equipment (i.e. power-pack, raise and recline bed etc) we would ask that the applicant has been assessed using the equipment prior to the application being submitted. **WE DO NOT GIVE GRANTS FOR POWERCHAIRS OR SCOOTERS.**

GRANTS TO PAY BILLS OR DEBTS WILL NOT BE CONSIDERED

Applicants requesting computer equipment will be asked to contact Ecas for an assessment.

Kitchen appliances may be purchased by Ecas. Therefore, appliance details should be stated on the application form where indicated. Funding will not be given for small pieces of domestic equipment.

RETROSPECTIVE PAYMENTS WILL NOT BE MADE

HOLIDAY APPLICATIONS

Applications are warned not to make any commitment, financial or otherwise, prior to hearing the outcome of their application.

Please allow a minimum of 12 weeks in advance of departure date when submitting an application form. Late applications may not be considered. Holidays may not be funded in full.

Ecas strongly recommends you insure your holiday, and the premium can be included in the costs. If you then do not travel and successfully reclaim the costs of your holiday from your insurer, you undertake to reimburse Ecas.

Consideration may be given to a contribution towards the costs involved when a carer or personal assistant is required or where a couple wishes to holiday together.

RETROSPECTIVE PAYMENTS WILL NOT BE MADE

Medical Criteria

By physically disabled we mean any person who is long-term and significantly disabled through impairment of the musculo-skeletal, neurological or cardio-respiratory systems of the body.

We regret that the following conditions on their own do not meet the criteria for participation in Ecas activities: psychiatric disorders, learning difficulties, behavioural disorders, developmental delay, Down's syndrome, autism, visual or hearing impairment, cancer, diabetes, epilepsy, HIV, back pain and chronic fatigue syndrome.

In the case of long-term or complex difficulties, we require a clear outline of the total support given, including details of involvement by any statutory agency. This is helpful in enabling us to make the best of our resources by giving an effective grant.

Further information overleaf

Additional information is available by contacting Ecas:

tel 0131 475 2344

email: info@ecas-edinburgh.org

website: www.ecas-edinburgh.org

Access/Holiday Fund

Who can apply? We accept applications from physically disabled people resident in Edinburgh and the Lothians.

How can I apply? You can download an application form from our Website www.ecas-edinburgh.org, phone 0131 475 2344 or email info@ecas-edinburgh.org

What will funding be considered towards? Items not provided by Statutory Sources, e.g. washing machine, holiday, carpets. Funding will not be given for small pieces of domestic equipment. Grants cannot be made retrospectively. Grants to pay bills or debts will not be considered. We do not give grants for power-chairs or scooters.

Do you help with additional holiday costs? Consideration will be given to the costs involved when a carer or personal assistant is required or when a couple wish to holiday together.

How much can I apply for? Grants of up to £500 may be considered.

Can applications be fast tracked? If the person applying is in receipt of Income Support or Pension Credit and Disability Allowance (DLA) care and/or mobility components. If you send copies of your most recent letters with your application then pages 2 & 4 do not need to be completed. Other cases can be fast tracked in exceptional cases.

How often are Access applications processed? Meetings are held every 6 weeks to discuss applications. If all the information requested has been received and the application has been fully completed we aim to contact the sponsor within a week of the meeting.

Who can sponsor the application? Applications may be sponsored by social workers, health visitors, district nurses, occupational therapists, physiotherapists or family doctors.

How often are grants made? People may only apply once every two years.

If I'm applying for the second time, must I have the GP's report completed again? Yes, unless your previously submitted application is less than 2 yrs old or you are in receipt of Disability Living Allowance (care and/or mobility) components.

If the application is successful who makes the purchase/reservation? The person applying for funding or the application sponsor. Kitchen appliances may be purchased by Ecas. Appliance details should be clearly stated on the application form.

If the application is successful, who will the cheque be made payable to? The cheque will be made payable to the sponsoring agency or the company from which the purchase is being made.

Other Ecas Services

Classes and Activities

These are led by skilled group leaders and tailored specifically for physically disabled adults living in Edinburgh and the Lothians. They are held in various venues throughout the city.

Befriending Project for people with disabilities which welcomes befriendees and volunteer befrienders.

For information on any Ecas activity or an application form visit www.ecas-edinburgh.org or email info@ecaas-edinburgh.org or tel 0131 475 2344