

Thank you for contacting Promise Dreams.

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 be advised the charity has **never donated more than £5000 to a single family/child**, and only then in exceptional circumstances. 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.

If you have any questions or require any further advice about applying, contact the Promise Dreams office on 01902 212451. Fax: 01902 783625 @: info@promisedreams.co.uk

Promise Dreams
Ground Floor
Edwin House
Boundary Industrial Estate
Stafford Road
Wolverhampton
WV10 7EL