

SECTION E - TO BE COMPLETED BY ALL

- 15 Are you currently a member of, or have you ever attended a community or voluntary group offering support to victims? If Yes, please give details:

- 16 Please feel free to add any further information that you consider relevant to your application.

- 17 Please provide details of other family members you wish to accompany you:

Name:	Relationship:	Date of Birth:
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____
6. _____	_____	_____

- 18 If you would otherwise be travelling alone and wish to be accompanied by a companion please provide the details of that companion.

Name: _____

I submit this application for consideration and declare that the information I have given is true and correct. I understand that applying to this scheme does not guarantee the award of a grant. I give my permission for the Northern Ireland Memorial Fund to seek external confirmation or clarification regarding the information I have provided. I understand that if any of the information I have provided is found to be false, I will be disqualified from applying to this and future Memorial Fund Schemes.

Applicants Signature: _____

Date: _____

Please return completed application forms to:

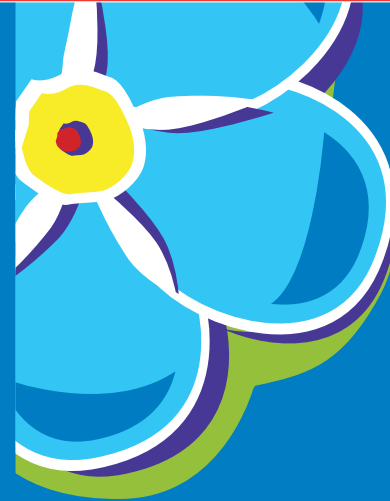
The Northern Ireland Memorial Fund
Grants Administration Office, 1st Floor, Albany House
73-75 Great Victoria Street, Belfast BT2 7AF.

Email: nimfao@belfast.org.uk



Head Office, Room 4.14, Block B, Castle Buildings,
Stormont Estate, Belfast BT4 3SG
Tel: 028 9052 0066 Fax: 028 9052 0096
Email: nimf@nics.gov.uk

GRANTS ADMINISTRATION OFFICE
1st Floor, Albany House,
73-75 Great Victoria Street, Belfast BT2 7AF
Tel: 028 9024 5965, 028 9024 5949 Fax: 028 9024 5048
Email: nimfao@belfast.org.uk



What is the Northern Ireland Memorial Fund?

The Northern Ireland Memorial Fund is an independent charity that seeks to ensure those who have suffered as a result of the 'Troubles' in Northern Ireland are remembered, by providing them with help and support in a practical and meaningful way.

What is the Short Break Scheme?

The Short Break Scheme provides short breaks for individuals who have suffered as a result of the 'Troubles' in Northern Ireland.

Who can apply?

The Short Break Scheme is open to individuals for whom it has not been possible to take a recent break away from home and who, as a result of the 'Troubles', have either:

- Lost a parent, partner or child, or
- Sustained a physical injury which is ongoing or have been clinically diagnosed with Post Traumatic Stress Disorder and have not recovered.
- If you are a registered primary carer of an immediate family member who has an ongoing need for care as a result of a 'Trouble' related physical injury.

(Applicants who meet the above criteria may also apply on behalf of their partner and any dependants they may have who are aged 18 years or under. Those who would otherwise be travelling alone may take one companion to accompany them, if they so wish. Any subsequent companions must pay for themselves).

What type of breaks are available?

A wide range of Short Break Holidays to a variety of destinations throughout Ireland, England, Scotland and Wales.

- Coach Tours to scenic destinations, sporting events and family fun days
- City Breaks by car, coach or air
- Weekends in local hotels

What is not covered by this scheme?

The Northern Ireland Memorial Fund cannot award grants to reimburse individuals for breaks already arranged, or taken. Nor can part payment be made towards the cost of breaks/holidays taken outside Ireland, England, Scotland and Wales, or other breaks/holidays that fall outside the remit of this scheme.

If I meet the criteria, will I automatically receive a Short Break?

Applying to the Northern Ireland Memorial Fund's Short Break Scheme does not guarantee you will be awarded a short break. All applications will be assessed based on the information available, and all awards will be discretionary.

The award of a short break is restricted to two breaks per individual.

How will the scheme work and how will my application be assessed?

When you submit a completed application form and the details provided have been confirmed, the Fund may, in certain cases, write to your GP, the PSNI or other external source to seek supporting evidence or further clarification regarding your circumstances. Your application form together with any necessary supporting evidence will then be considered against the criteria determined by the Directors of the Fund.

What will happen if my application is successful?

If your application is successful, the Fund will write to you with details of the award including a booking form and a brochure of a variety of popular destinations and package breaks.

Your booking form must be returned within six months from the date of your approval and at least six weeks prior to your chosen departure date. Upon receipt the Fund will arrange your break based on the information you provide on your booking form.

To ensure best value for money and continuity of service for all travel reservations, all bookings must be made directly through NIMF. There can be no exceptions to this.

Please note that the level of accommodation, travel and the duration of each break is constrained by the scheme's budget.

Can I take my short break with others?

Yes. If you know other applicants who have been awarded a short break, perhaps members of a support group, you should discuss your break with them and advise the Northern Ireland Memorial Fund who will organise a group booking.

What will happen if my application is unsuccessful?

The Grants Office will treat all applications fairly and sympathetically, and it is important that applicants satisfy themselves that they meet the criteria before they apply, as this could avoid unnecessary disappointment. If, however, your application is unsuccessful, you will receive a letter explaining why the grant could not be awarded.

How do I apply?

If you believe that you meet the criteria, complete and return the application form to the address below. If you are still unsure if you are eligible, or if you need assistance completing the application form, please contact the Grants Office on 028 9024 5965. Alternatively you can write to:

The Northern Ireland Memorial Fund
Grants Administration Office
1st Floor, Albany House
73-75 Great Victoria Street
Belfast BT2 7AF
Charity Ref. XR21751

Tel: 028 9 024 5965
Fax: 028 9024 5048
Email: nimfgrs@belfast.ork.uk

APPLICATION FOR SHORT BREAK SCHEME

SECTION A

- Name: _____
- Address: _____
- Date of Birth: _____
- Postcode: _____ Telephone No: _____
- Have you previously applied to a Northern Ireland Memorial Fund Scheme?
Yes No

Please Note: If you have previously applied to the Short Break Scheme or other Memorial Fund scheme, you need not complete sections B, C or D, as we should have these details on a previous application form. However, please feel free to complete the relevant section if your circumstances have changed or you have any further information to add.

If you are applying to this scheme under the bereavement criteria, please provide a photocopy of your long birth certificate and/or marriage certificate which shows your relationship to the deceased. (The Grants Office will be unable to process your application until this has been received).

If this is your first application to a Memorial Fund scheme, you must complete all relevant sections of the application form.

- Are you:
 (a) Bereaved? (Now complete Section B) or
 (b) Injured? (Now complete Section C) or
 (c) Primary Carer of someone who was injured? (Now complete Section D)

SECTION B

- Please give the full name(s) and date(s) of birth of the deceased, and your relationship to them.
Name(s) of deceased: _____
Date(s) of Birth: _____ Relationship: _____
- Please explain the circumstances in which you were bereaved and the date(s) and place(s) of the incident(s).
Date of Incident: _____
Location: _____
Incident Details: _____

(PLEASE GO TO SECTION E)

SECTION C

- Please describe the nature of your injuries and the date, place, and circumstances of the incident.
Date of Incident: _____
Location: _____
Incident Details: _____
Injuries: _____

- Please give the name, address and telephone number of your General Practitioner.

Name: Dr _____
Address: _____
Telephone: _____

(PLEASE GO TO SECTION E)

SECTION D

- If you are a Primary Carer, please give the full name, address and date of birth of the person you care for, and your relationship to that individual.

Name: _____
Address: _____
Date of Birth: _____ Relationship: _____

- Please describe the nature of their injuries and the date, place and circumstances of the incident.

Date of Incident: _____
Location: _____
Incident details: _____
Injuries: _____

- Please give the name, address and telephone numbers of both General Practitioners.

	Carer	Injured
Name:	Dr: _____	Dr: _____
Address:	_____	_____
Telephone:	_____	_____

