

# Smile by the Sea - Application Form



'Smile by the Sea' is a project delivered by The HEY Smile Foundation. The project provides short UK breaks for people from Hull and East Yorkshire that are supported by a local registered charity or constituted body. It offers families, who are facing extremely difficult circumstances and cannot afford a holiday themselves, some respite in the form of a short break of their choice.

Before completing this application please read carefully the guidance notes attached to this document. We refer successful applications to our local travel partner; Andrew Earle's World of Travel, who will liaise directly with the person who completed the application to find and book a suitable short break for the family.

Please send completed forms to: Smile by the Sea, The HEY Smile Foundation, 61 Queens Gardens, Hull, HU1 3AE. If you need any assistance with filling out this application form please contact the team on: 01482 590270 or email [sbts@heysmilefoundation.org](mailto:sbts@heysmilefoundation.org).

Please note that due to a high volume of applications and current funding levels, a maximum of 10 applications from each local charity will be successful per year.

1. Referrer Details:	
Charity Name:	
Charity Number:	
Charity Representative:	
Address:	
Telephone number:	
Email address:	
2. Family/Individuals you are nominating for a 'Smile by the Sea break'	
Lead Family Member Surname:	
Lead Family Member First Name:	
Address:	
Telephone Number:	
Email Address:	
3. Please give a brief description of your involvement with the family applying for a 'Smile by the Sea' break.	

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<b>4. Please explain why you feel that they will benefit from taking a break.</b>	
<b>5. How long has it been since the family last had a break?</b>	
<b>6. Please explain why the family cannot afford to fund their own break.</b>	
<b>7. Please give details of all family members / carers / guardians applying to go on the break (including the lead family member):</b>	
<b>Name</b>	<b>Date of Birth</b>
<b>8. Do the family have any special requirements? (i.e. require wheelchair access/adapted accommodation)</b>	
<b>9. What type of break would the family like to go on? (Please number boxes appropriately) Put 1, 2, 3 in the boxes (1 = 1<sup>st</sup> choice etc.)</b>	
<b>National</b> (offer all kinds of UK holidays including zoos, theme parks, attractions, city breaks and seaside breaks. They also provide transport).	

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<p><b>Hoeseasons, Butlins and Haven</b> (seaside and countryside holidays but own transport needed).</p>	
<p><b>Superbreak</b> (London breaks, theatre and attraction breaks).</p>	
<p><b>10. Do the family need travel included with the break? If travel required this will be via bus, e.g. National Holidays (individuals must be able to board bus).</b></p>	
<p><b>11. How many rooms do the family require? Please specify room requirements (i.e. double room/ twin room/ family room/ adapted room)</b></p>	
<p><b>12. Would the family prefer self-catering or bed and breakfast (if possible)?</b></p>	
<p><b>13. How many days would the family like to go away for? (One day / two days / three days / Four+ days up to seven days)</b></p>	
<p><b>14. Can the family only take their short break during the school holidays?</b></p>	
<p><b>15. Is the family happy to liaise direct with the travel agent?</b></p>	
<p><b>16. Would the family be happy to tell their story, (either to a member of the Smile team, or via their charity representative) about their circumstances and their experience on holiday? We are able to provide these breaks due to key funders. We need to provide evidence and case studies in order to continue to receive funding. (NB - case studies can remain anonymous if requested).</b></p>	

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## 17. Smile by the Sea Checklist

- The person/family has seen this application / supportive documents and agree with the contents?
- You have considered and advised potential safeguarding risks?
- You are not aware of the person/family/ member of the group having been on holiday within the last year?
- The person/family is aware they will need to cover their own holiday expenses?

## 18. Any additional comments you'd like to make us aware of:

**Please note if the application is successful we may ask the charity to submit a short evaluation once the family has returned.**

Signature of charity nominee: *(please complete even if emailing form)*

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## Smile by the Sea Guidance

'Smile by the Sea' is a project developed by The HEY Smile Foundation.

- The project aims to provide short UK breaks for people living in Hull and East Yorkshire who are:
- Supported by a local registered charity or constituted body.
- Facing extremely difficult circumstances and cannot afford a holiday.
- In need of respite in the form of a suitable short break.

Applications can only be made by a registered charity or constituted body from Hull or East Yorkshire on behalf of a person/family they are currently supporting. We do accept applications from schools and social services, but not directly from individuals. When considering the source of the application and the circumstances of the beneficiaries, we may need to consult additional terms and conditions set by an external supporter.

### **What we look for:**

The person or family:

- To be deserving of a holiday.
- Facing financial difficulties that will not allow them to cover upfront holiday costs.

The need for respite may be due to:

- Social welfare issue such as: domestic abuse, drug/alcohol misuse, estrangement, illness, distress, abuse, neglect and behavioural or mental health issues.
- A life limiting illness or a disability.
- A need to improve the outcome for a young person.

We will consider funding a short break for a person that has supported others and well respected within their community; but now in need of respite themselves after a personal crisis or bereavement.

To ensure a fair process, charities/approved bodies can only submit up to 10 applications per year.

### **What we cannot consider:**

We prioritise short breaks based on evidence of need and funding availability. We will not fund a short break if the following is observed:

- A safeguarding risk.
- Short break used as a reward for doing something that was expected of them.
- Holiday expenses create an additional financial burden.
- The group/individual has been on holiday within a year.
- The timing of a holiday is not appropriate.

### **Tips:**

- Please help us to understand your relationship with the person/family.
- When describing the need, please focus on the difference it will make.
- Holidays can be a great way to reconnect, you could explain why this hasn't happened within the last year.
- A person/family facing extreme difficulties will be unique, explaining special circumstances will help make your request stand out.