



Making an Application to the Fund

Please read this Information carefully to
guide you through the process.

General Eligibility Criteria

- Former officers who have been seriously injured or disabled, physically/psychologically or both, as a result of terrorist violence, and for which, a minimum of a Band 2 Injury on Duty (IOD) medical discharge pension has been awarded by an Occupational Physician.
- Serving Officers with serious physical injuries caused as a direct result of terrorist violence.
- Widow/ers, including remarried widow/ers, of RUC and PSNI officers whose death occurred as a direct result of terrorist violence.
- Widow/ers and dependant children of officers who would have been eligible, but have died post service; and widow/ers and dependant children of officers already in receipt of support from the Fund, will continue to be eligible clients of the Fund, where an officer has died of natural causes.
- Parents/legal guardians of police officers murdered by terrorists.
- Dependant children (under 18 years of age or in full time education) of RUC/PSNI officers whose parents/legal guardians has/have been seriously injured or murdered by terrorists.

Applying to be an eligible client of the Fund

- If you are applying to become an eligible client of the Fund, please contact the Assessment Team and a member of staff will advise you of the process, and the supporting documentation required.
- Documentation will include IOD Banding papers and accompanying medical report. In some cases e.g. PTR officers who may not be in receipt of an IOD – the Fund will consider other evidence of eligibility as it considers necessary e.g. medical reports.
- The Fund recognises that each individual client is very unique; therefore each case will have different requirements. When applying for eligibility to the Fund, it is important that you contact the Assessment Team directly and an Assessment Officer will guide you through the eligibility process.

Eligible Clients can apply under the following Fund Schemes:

Quotations must be supplied in respect of all items/works for which the applicant is seeking assistance. The number of quotations relates to the value of the work or items being requested. The table below outlines the number of quotations required in each case.

General Support	Injured Ex-Officers Widows Parents	<p>Notes</p> <p>Under the General Support scheme some items and Scheme limits are capped.</p> <p>Funding is not capped under the Disability Adaptations Scheme and is subject to recommendation by Fund Occupational Therapists (OT's). Please advise your Assessment Officer if you wish to see an OT.</p> <p>The Regular Payments Scheme is open to those clients in receipt of an annual income of less than £11293.00.</p> <p>Carers Respite Breaks are paid up to a maximum of £500.00 within a financial year. The Ex-Officer must be in receipt of mid/high rate DLA, PIP or lower rate Attendance Allowance.</p> <p>For more information regarding any of our Schemes, please ask your Assessment Officer for more detail.</p>
Disability Adaptations	Injured Ex-Officers Injured Serving Officers Widows Parents	
Regular Payments	Ex-Officers Widows Parents	
Junior/Senior Educational Bursaries	Dependant children of murdered/injured officers in full time education. Injured Ex-Officers	
Carers Respite Breaks	Carers of injured Ex-Officers	

Quotes

COST (£)	No. OF QUOTES:	<p>Clients will be asked to provide quotations for each item/works for which they are seeking funding.</p> <p>All quotations should be on company letterhead, with each individual item/works itemised, and should clearly state if VAT is included.</p>
Up to £1000.00	1	
£1001.00 - £5000.00	2	
£5001.00 - £10,000.00	3	
£10,001.00 +	4	

Process

- Clients will be allocated to an Assessment Officer, who will manage their case and be their point of contact throughout the application process. Applications may be instigated by the Client, or the Fund will proactively contact the client if they are due to make an application.
- Client applications will be accepted every 12 months, and there must be demonstrable need for the items/works requested.
- Clients can expect their applications to take a maximum of 3 months to process, from submission of correctly completed application form and acceptable supporting documentation. This is intended as a guideline only and in reality applications are usually processed within a few weeks, providing all necessary information has been provided by the Client. Following a decision a Letter of Offer or Declination will be issued to advise the Client of the Board's decision.
- There is an Appeal process – details will be provided in Declination letters, or are available from your Assessment Officer.
- Clients should not proceed with any purchase/works without a letter of offer of grant aid. the fund will not make retrospective grant awards.

Receipts

- If successful, a Client will be permitted 3 months within which to spend their grant as per the Terms and Conditions of their Letter of Offer. Failure to comply with submission of receipts will result in exclusion from all fund schemes and the fund will seek recovery of all unreceipted grants.