**Budbrooke Consolidated Charities (2024 application form)**

Please use this form to apply for an Educational Award. The Trustees meet four times each year when all applications received are considered. **You must be a resident of the Civic Parish of Budbrooke.** A parent may apply for a child under 16 years old. Page 1 is the formal application form and page 2 has details of what can be applied for.

Please send your application to Alex Davis – [budbrookecharities@gmail.com](mailto:budbrookecharities@gmail.com)

Please note, correspondence will be by email where possible.

**Full name**..................................................................... **E-mail**....................................................................................

(Name of person the award is for)

**Date of Birth**................................................................ **Telephone**.............................................................................

**Home Address**.................................................................................................................................................................

Address for correspondence if different from home address……………………………………………………………………………………..

**If educational give Place of Study & course details**........................................................................................................

**Year (e.g. 2nd of 3)**.......................................................... **Amount requested**................................................................

***Name of person applying, if different from above (eg, parent applying for a child under 16 years old):***

***Full name****.....................................................................* ***E-mail****....................................................................................*

**Items required e.g. books/equipment/study aids/domestic items/activities/other etc. (please submit an itemised and costed list to cover what you apply for - often course tutors/establishments issue these or attach a quotation or invoice)**

**Please use this space to explain why you are looking for an Award from the Charity.**

All information given is treated as confidential. Applications will be considered at the Trustee meeting following receipt by the Clerk or may be circulated electronically for discussion. You will be informed of the Trustees’ decision as soon as possible following that meeting. Incomplete applications will be returned so please give as much information as possible.

**If you are successful we will ask for your bank details in order to make a bank transfer to you.**

**Signed**.................................................................................... **Date**.....................................................

***To inform our publicity please state how you know about Budbrooke Consolidated Charities:***

***……………………………………………………………………………………………………………………………………………………..***

**Budbrooke Consolidated Charities**

**What you can apply for**

From our Educational Charity you may apply for reimbursement of the cost of books, tools, computer or other equipment related to your course, You must provide a book list, or list of equipment needed (e.g. for a catering course) from your place of study and the receipts for these items clearly identified. If you have no such list, then a letter from your course tutor, clearly stating that these items are a requirement for your course, should be obtained and sent. Without these no award will be considered.

At the discretion of the Trustees an Award may be granted towards the course fees of short, accredited, vocational programmes (NB **not** University course fees). You will need to provide detailed information about the course, the provider and the accreditation, and a copy of the receipt if you are asking for reimbursement.

You may also apply for financial help towards taking part in field trips, educational trips, and outward bound courses. It is unusual to receive an award for the whole of these costs. Please attach a separate letter giving as much information about your trip as you can, with all costs and information about how you will fund the balance. Awards will be considered on this information and paid when required by the trip organiser. You will be asked to provide evidence that you took part in the trip.

The fund normally limits the age range for educational support from 5 years to 24 years however a resident over this age and wishing to return to education or commence a new career can also apply for educational support.

Other awards may be made to groups (e.g. guides, school) for educational purposes at the discretion of the Trustees.

From our other Charity Funds, if you are in financial difficulty, you may apply for domestic items (cooker, washing machine, children’s beds, etc) or help within the home for example urgent maintenance or repairs. We may also support activities, outings or visits if they meet the charitable criteria. Do contact our Clerk on [budbrookecharities@gmail.com](mailto:budbrookecharities@gmail.com) for more details.