

## **Berwick Academy Charitable Funds**

**Eligibility:** Persons under the age of 25 who are or have been pupils of Berwick upon Tweed High School/Berwick Academy.

**Types of Grant:** One-off grants of up to £1,000 pa towards specific study, training and coaching (eg. in music or sport), extra-curricular activities (eg. Ocean Youth Trust, Operation Raleigh) and to support elements of Further/Higher Education courses (eg field trips, study abroad). No assistance with activities which can /should be supported by others (eg. University course fees).

**Applications:** There is a joint application form, which can be submitted at anytime, but the Trustees only meet to consider applications three times a year. Dates for 2017/18 academic year are as follows:-

Application forms to be submitted to Mrs Hall by:-

- 1. 28th September 2018**
- 2. 15th January 2019**
- 3. 30th April 2019**

For which the dates of the meeting when they will be considered are:-

- 1. 10th October 2018**
- 2. 23rd January 2019**
- 3. 15th May 2019**

Application forms need to be completed as **fully** as possible by the applicant (not the parents) with supporting evidence such as a confirmation of place on a course; estimates of costs e.g. how much items are from suppliers or cost of training or field trip costs. Applicants are also asked to demonstrate on their application form how they have raised money towards the activity and /or equipment by their own efforts.

*Please note: Applicants may be required to return equipment at a later date which is purchased through the Fund.*

### **Correspondent:**

**Mrs F Hall**  
Business Manager  
Berwick Academy  
Adams Drive  
Berwick upon Tweed  
Northumberland  
TD15 2JF

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# Berwick Academy Charitable Funds

## Grant Application Form

<b>Name</b>	
<b>Address</b>	
<b>Telephone</b>	
<b>E-Mail</b>	
<b>Date of Birth</b>	
<b>Period of attendance at Berwick upon Tweed Community High School/Berwick Academy:</b>	
<b>Course and/or equipment for which grant is sought (please supply confirmation of acceptance onto course or expedition etc. and any other supporting information including sample costs of any equipment):</b>	
<b>Details of Provider/Organiser:</b>	
<b>Name:</b>	
<b>Address:</b>	
<b>Tel:</b>	
<b>Email:</b>	
<b>Reasons in support of your request e.g. personal development, field trip description, whether part of course and benefits to applicant.</b>	

<b>Likely cost of the course and/or equipment: £</b>
<b>Please provide details of any fundraising activities and the amount raised towards course and/ or equipment by own efforts. £</b>
<b>Amount of grant applying for: £</b>
<b>Any other grants/sponsorship applied for or received in regard to this proposed expenditure:</b>
<b>Other relevant financial information e.g. parental contribution or family circumstances:</b>
<b>Any other information which you consider relevant:</b>

**I undertake to account to the Trustees for expenditure of the Grant received and provide an interim progress report (where applicable) and a completion report.**

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

**PLEASE GIVE AS MUCH INFORMATION AS POSSIBLE TO ENABLE THE TRUSTEES TO MAKE AN INFORMED DECISION.**