

# **SCOTT BOLTON TRUST**

## **APPLICATION FOR GRANT 2022**

### **Requirements / Guidance Notes**

Word processed applications are preferred. Manuscript applications will be accepted but must be completed in black ink

The application will be considered by the Management Committee of the Scott Bolton Trust. The Committee also manages the Clifford Ingham (CHI) Fund which holds similar aims. At the discretion of the Committee, Grants maybe awarded from either Fund.

#### **Basic Conditions**

1. Applicants must be present or former pupils of Bolton School.
2. Applicants must be a minimum age of 16 years old (with the exception of participation in the Duke of Edinburgh Awards when applicants from 15 year olds will be considered from Y11 pupils).
3. Applicants must be in full time education, and not more than 22 years old at time of project.
4. Awards will not normally be made after the second Summer after leaving School.
5. Application during a 'year out' is permissible provided it does not take place after the conclusion of a first degree course.
6. If the proposed expedition/project includes a Charitable donation within the costing (i.e. this figure being the amount which the pupil is expected to contribute in order to participate in certain expeditions) in such instances, only the cost of travel would be considered for funding.
7. Where expeditions are organised by Independent Travel Organisations then only the cost of travel would be considered for funding.
8. The Scott Trust does **NOT** fund projects which are an integral and essential part of a student's education, e.g. medical electives, or time abroad for modern language students.
9. Applicants must submit a full report on the project within one month of completion to Mrs D Hardman for consideration by the Management Committee of the Scott Bolton Trust.

### **Application Timetable**

Submission of Completed Application Forms	[School to insert date]
Interview Dates (current pupils only)	[School to insert date]
Decision on Funding	Within seven days of interview

### **SECTION 1: THE PROJECT**

#### **Proposed Project – *provide brief description***

If all or part is arranged by School or by an outside company or organisation, please give details in section 3

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### **SECTION 2: THE APPLICANTS**

#### **Applicants / Participants**

Name	Address	Age at Date of Project

If you have left School, provide details of date leaving, present education and date at which it will terminate			
Applicant Name	Date left Bolton School	Details of Present Education	Date of Completion of Course

**Details of any previous Scott Trust grants (year/purpose/grant) – has a report been submitted? (To be completed in respect of EACH applicant.)**

Applicant Name	Year	Purpose	Amount of Grant	Date Report Submitted

**SECTION 3: ORGANISATION**

**Is any part of the project arranged or planned by an outside company or organisation? Please provide details**

Name of Organisation	Address

**Is any part of the project arranged or planned by Bolton School such as Patterdale Hall or a member of the teaching staff? Please provide details**

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**SECTION 4: PROJECT DETAILS**

**Proposed dates and purpose of project, including full itinerary (please attach any relevant documentation)**

<b>Itinerary</b>
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<b>Purpose of Project</b>
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**SECTION 5: BUDGET**

Estimated Costs	Amount per application	TOTAL AMOUNT	Details
Travel			
Accommodation			
Food			
Insurance			
Charitable fundraising requirement			
Other			
<b>TOTAL</b>			

**Funding**

**The Scott Bolton Trust is unable to fund 100% of the cost therefore please outline how you are aiming to fund this trip, stating all other possible sources of funding** (include your own contribution and money raising, but exclude possible parental contribution)

Source of Funding	Target Amount	Amount Raised to Date	How will balance be raised

**Provide details of Travel Insurance:** Certain activities may not be covered by standard travel insurance. You should ensure that you are able to arrange appropriate insurance cover

Details

**SECTION 6: PROJECT ACHIEVEMENTS****Personal Development**

Describe how you feel this project will provide personal development. Explain the parts of the project that excite you and parts that will be a challenge. Provide details of any skills that you will develop. Will you receive an award or certificate on completion?

**SIGNATURE****I / We undertake:**

1. To apply all monies granted to me/us by the Scott Trust in pursuance of the project described in the application.
2. To obtain adequate insurance cover for the proposed project with no liability being held by the Trustees of the Scott Bolton Trust
3. To give immediate notice of cancellation of a project to the Clerk to the Committee and to return forthwith any monies advanced for it.
4. To submit a full report on the project within 1 month of carrying it out, either hard copy or via email to Mrs D Hardman [DHardman@boltonschool.org.uk](mailto:DHardman@boltonschool.org.uk) for circulation amongst the Management Committee.
5. To agree that the report submitted will also be made available online to other pupils of the School.

**Please note that for applicants under the age of 18 this application must also be signed by a parent/guardian:**

Signed (all applicants): Another sheet may be attached if required

**Applicant 1:**

Name:

Signature:

Date:

**Parent / Guardian:**

Name:

Signature:

Date:

**Applicant 2:**

Name:

Signature:

Date:

**Parent / Guardian:**

Name:

Signature:

Date:

**Applicant 3:**

Name:

Signature:

Date:

**Parent / Guardian:**

Name:

Signature:

Date:

**Applicant 4:**

Name:

Signature:

Date:

**Parent / Guardian:**

Name:

Signature:

Date:

**Applications to be returned by Monday 21<sup>st</sup> February 2022 to Debra Hardman, Clerk & Treasurer's Office, Bolton School, Chorley New Road, Bolton BL1 4PA (Tel: 01204 434751). Alternatively, via email, to [DHardman@boltonschool.org.uk](mailto:DHardman@boltonschool.org.uk)**

**For current pupils it is the applicants' responsibility to ensure that they are aware of their allocated interview time. The interview schedule is displayed within the Divisions.**

**Applicants will be notified of the decision on their application within seven days of the Management Committee's meeting.**