

SCOTT BOLTON TRUST

APPLICATION FOR GRANT TOWARDS PURPOSEFUL TRAVEL 2024

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. If a former pupil, awards will be considered up to 2 years after leaving the 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. Application during a 'year out' is permissible provided it does not take place after the conclusion of a first degree course.
5. 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.
6. Where travel/expeditions are organised by Independent Travel Organisations then only the cost of travel would be considered for funding.
7. The Scott Trust does **NOT** fund projects which are an integral and essential part of a student's education, e.g. time abroad for modern language students.
8. 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	<i>[School to insert date]</i>
Interview Dates (current pupils only)	<i>[School to insert date]</i>
Decision on Funding	<i>Within seven days of interview</i>

SECTION 1: THE APPLICANT(S)

Applicant(s) / Participant(s)

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(s) 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(s) Name	Year	Purpose	Amount of Grant received	Date Report submitted

SECTION 2: THE PROJECT

Trip Title – 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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PROJECT DETAILS

Dates and purpose of project, including full itinerary (please attach any relevant documentation)

Purpose of your travel/expedition

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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?

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*

SECTION 4: BUDGET

Estimated Costs	Amount per applicant	TOTAL AMOUNT	Details
Travel			
Accommodation			
Food			
Insurance			
Charitable fundraising requirement			
Other			
TOTAL			

SECTION 5: FUNDING

The Scott Bolton Trust is unable to fund 100% of the cost therefore each group member should outline how they 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

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 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 Friday 9th February 2024 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

For current pupils' interviews will be held on Tuesday 12th March 2024. 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.