



UKCF CONFERENCE LEADING FOR LOCAL GOOD

ROYAL WELSH COLLEGE OF MUSIC & DRAMA | 12-14 SEPTEMBER 2017

BURSARY APPLICATION

The UKCF Conference 2017 bursary supports and increases the capacity of smaller or less financially flexible Community Foundations around the UK by inviting them to access funding to attend their national biennial conference in Cardiff in September 2017.

The conference is recognised by the network as an excellent investment of time and resources from which Community Foundation staff at all levels benefit.

The bursaries offer Community Foundations assistance to send a member of staff at a time when available funds do not permit anyone to attend or to send an additional member of staff who might benefit but for whom financial provision could not otherwise be found.

*Please complete and fill out the application form below **after** reading the Terms & Conditions*

- Bursaries are available to enable network members to access the UKCF Conference to be held in Cardiff, 12-14 September 2017
- Any full UK member of UK Community Foundations is eligible to apply
- The maximum amount awarded will not exceed **£250** (inclusive of VAT)
- The award of a bursary is discretionary and will not necessarily meet the full amount requested
- All sections of the bursary application form must be filled out and the form submitted no later than 5pm on Monday 31 July 2017
- Decisions on the number of bursaries and the level of support will be taken w/c 31 July 2017 and will be communicated by email to the nominated person that week, enabling an Early Bird booking to be made before 8 August deadline
- Late or retrospective applications will not be considered
- Decisions are final and UKCF regrets that it cannot enter into any discussion regarding an unsuccessful application
- If the bursary is for anything other than delegate fees (eg travel or accommodation), you must provide scanned or original receipts of costs incurred. Payment can only be made after travel has taken place or accommodation has been utilised.

You will receive confirmation of your application on receipt and will be notified of a decision by email w/c 31 July 2017.

Please put an 'x' in the box to indicate that you accept the bursary terms and conditions above

Personal and Billing Information

Applicant Name		Job Title	
Organisation			
Address			
Email address			
Work Phone No.		Mobile No.	

Application

Please make the case for your application below, indicating the purpose, the recipient's name, and the level of support requested, giving a breakdown of travel or accommodation or other costs if the bursary is for anything other than delegate fees. Please also indicate how many (if any) other delegates you are planning to send to conference (500 words maximum please).

Completed form must be emailed by 5pm on 31 July 2017 to ukcfconfbursaries@ukcommunityfoundations.org