



Bishop Laney's Charity

POLICY FOR GRANT MAKING

To help those under twenty-five,
in the Parishes of Ely and Soham in the furtherance of their careers

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**TO STUDENTS UNDER 25 COMPLETING FURTHER EDUCATION,
GCSE OR 'A' LEVEL OR ANY OTHER TRAINING COURSES**

Bishop Laney's Charity has been established since 1674, at which time grants of up to £10 were awarded to children, resident in the Parishes of Soham and Ely, looking for an honest trade. Since then the amounts have increased and the assistance is now extended to those entering further education. Furthermore, if funds permit, the Trustees of the Charity are able to help those outside of the two parishes and consider requests from students in the catchment areas of the Village Colleges in Soham and Ely.

If you are leaving school to enter further education please apply for a book or equipment grant. A typical grant for University courses would be £250 in year one and £150 in subsequent years, though if assistance is received from other charities, this may be reduced.

If you are going into Sixth Form education and are suffering financial hardship you may apply for a grant. Proof of hardship is normally required before a grant is awarded and it is essential that you have already applied for help from the Learner Support Fund.

The Trustees are particularly keen to support apprenticeships for those leaving school and starting work with structured training. These require the approval of your employer but a typical grant towards an apprentice's tools would be £600 over the period of the apprenticeship. Help is given to hairdressers, mechanics, agricultural workers, etc, etc. Where funds are limited help to apprentices takes precedence over all other grants.

What do you do next?

Download the Application Form from the website (**ONLY HANDWRITTEN APPLICATIONS WILL BE CONSIDERED**) and return to George Court, Bartholomew's Walk, Ely CB7 4JW.

(PS Grants are not automatic and may be refused at the discretion of the Trustees)

July 2013

GENERAL ADVICE

- **Geography**

The primary areas are the Parishes of Ely and Soham;
The secondary area includes those villages, which send students to the Government schools in the two Parishes. Grants will be restricted if the funds are fully utilised by the primary area;
The Trustees may also consider the County of Cambridgeshire as it existed at the time of Bishop Laney but only if there are insufficient applications from the primary and secondary areas.
- **Discretion**

The decision of the Trustees shall be on the majority vote of the Trustees;
The Trustees shall not be obliged to provide reasons for refusing to make a grant or for offering less than any amount requested;
All decisions of the Trustees will be minuted;
The Trustees may from time to time give the Chairman, or any named Trustee, authority to award grants up to a specified level at times other than at official Trustee meetings. Such grants should be considered for ratification at the first meeting of the Trustees after such award.
- **Meetings**

The Trustees will have at least five meetings in the year;
One meeting will be held in October, the Annual General Meeting, to approve apprenticeships, receive the annual land report and receive a report from the investors of the charity's cash funds;
The Finance Meeting will be held in May to discuss the annual accounts which will be prepared to 25th March in each year.
The Trustees will discuss such other business, including the awarding of grants, at all of the meetings of the Trustees.
- **Dates for making applications**

Apprentices and their masters should make an application before the end of the first week in October;
University and Sixth Form students should apply by September 14th;
Applications made after this date will, at the discretion of the Trustees, receive a lesser amount.
- **Priority**

Grants to apprentices shall take priority over all other grants and the length of residence in the prescribed area may be taken into account.

APPRENTICESHIPS

Applications from trainees for apprenticeships will be considered for all trades and vocations for which a three (or more) year apprenticeship is appropriate. However the trustees will consider short term apprenticeships.

Grants to the apprentices, in amounts to be determined, will be paid, in equal instalments, at the commencement of the apprenticeship and at the end of each year, subject to satisfactory reports each October.

Grants to the employers, in amounts to be determined, will be paid in two equal instalments at the commencement and satisfactory completion of the apprenticeship.

The employers need not have their work place in the areas as set out in the General Rules.

Whilst assistance for those not living in the primary areas will be considered this will always be at the discretion of the Trustees and will not normally be made if funds are fully utilised by those who do live in the primary areas.

Funds for apprenticeships will take preference over other awards.

SIXTH FORM

The Trustees will consider applications for financial assistance from students attending Sixth Form Colleges and other institutions of further education where the students are studying A Levels, GNVQs, NVQs, AVCEs, BTECs and similar qualifications.

All students must complete an application form.

Before applying the students must have made use of the grant scheme currently in place and supported by the Government.

Only where the Government supported grant is insufficient for a student's needs, or the grant is refused for a non-financial reason, will the Trustees award grants.

Evidence of exceptional need will be a criterion in all cases, which may therefore require disclosures of income and expenditure of parents.

FOUNDATION COURSES

The Trustees will consider applications from students over the age of 18 entering a College Foundation Course in preparation for applying to a University to study for a degree.

The Trustees will, at their discretion, award a grant at the level of half of the first year book grant available for students studying for their first degree.

The Trustees will take into account any other grant awarded by other charities or grant making authorities. Applicants living outside of the primary areas will be expected to apply to their local charities and awards by them will be deducted from the amount awarded.

Grants, other than book, equipment or material grants, will be considered by the Trustees but in all cases it will be necessary to supply the Trustees with such evidence of need, including the parental and personal financial situations, as the Trustees shall in each case request.

Students requesting grants other than book, equipment or material grants will be expected to have made use of any Government Grants and Loans first.

Applications from students living in the primary area will be considered in preference to those living outside of those parishes.

All applicants must complete an application form and supply the requested information by September 14th.

UNIVERSITY STUDENTS

(First Degrees)

The Trustees will consider applications from students, going to University, on such terms as may be announced each year.

Grant Aid will be paid for the purchase of books and/or equipment and/or materials necessary for a particular course. The grant or grants will only total the amount of one book grant.

The Trustees will take into account any other grant awarded by other charities or grant making authorities. Applicants living outside of the primary areas will be expected to apply to their local charities and awards by them will be deducted from the amount awarded.

Grants, other than book, equipment or material grants, will be considered by the Trustees but in all cases it will be necessary to supply the Trustees with such evidence of need, including the parental and personal financial situations, as the Trustees shall in each case request.

Students requesting grants other than book, equipment or material grants will be expected to have made use of any Government Grants and Loans first.

Applications from students living in the primary area will be considered in preference to those living outside of those parishes.

Grants will be considered for those students attending Colleges or training establishments similar to University though not necessarily of University status as long as these are leading to a recognised career which the applicant intends to follow.

All applicants must complete an application form and supply the requested information by September 14th.

UNIVERSITIES
(Post Graduate Degrees)

Where a student did not make any request for his/her first degree the Trustees will normally award a book grant on similar terms to that of students on his/her first degree.

Grants to those who have already been awarded a grant will only qualify if, in the Trustees opinion, there is financial hardship, the degree is relevant to their future employment and the amount of the grant may differ between individuals.

Applicants must apply on the university application form and supply such information as the Trustees may consider necessary to make a reasoned assessment.

SPECIALS

By its title, "specials" covers a multitude of applications. Accordingly the list below includes examples of those already made and the Trustees considerations.

Establishments in Ely and Soham. These must be able to prove to the Trustees satisfaction that they are helping those under 25 of the Parish in improving their chances of future employment.

Any person or organisations applying must send full details to George Court, Bartholomew's Walk, Ely, Cambs CB7 4JW.

Overseas adventure courses. These include such enterprises as Operation Raleigh and again the applicants must satisfy the Trustees that they will improve their chances of future employment. All applicants must complete, in their own handwriting, the overseas project Application Form.

Sporting Awards. Awards have been made for golfers to attend various tournaments with a view to them obtaining their card. All of the normal criteria for university students should be followed.

GCSE There are very few circumstances where the remit of the charity can allow the trustees to give financial assistance at this level. However where a student's ability to obtain his/her GCSE's may depend on some financial assistance the Trustees may make an award. It is unlikely that such an award would be extended outside of the Primary Areas.

Young persons. Experience has shown that giving help to people under 17 does not automatically lead to a career in the area of assistance. Accordingly Trustees should consider very carefully before making awards in this area.

BISHOP LANEY'S CHARITY

Bishop Laney Charity

Unofficial Appendix to the Policy for Grant Making

Volunteer Projects

Details of "V Match Fund" are to be provided to applicants looking for funding to support their volunteer projects and use of this should be investigated before an application to the Charity can be considered.

Day release courses may attract a grant but correspondence course do not.