**Westray Community Turbine Fund**

**Education and Training Grant Scheme: Application Form**

The Training Grants scheme was developed to meet objective 2 of the Westray Development Trust:

*The Westray Development Trust Directors have agreed to an annual training bursary fund, to assist the goal of “advancing education and in particular to promote opportunities for learning for the benefit of the general public.”*

Bursary awards will be limited to 50% of course fees up to a maximum of £500 per person per year.

The education and training courses eligible for these grants are for personal development either socially, academically or vocationally. Statutory workplace courses will not be considered.

In the case of individuals who wish to obtain a full driving licence, WDT will fund up to 50% of the costs of up to 10 lessons per person. This can only be obtained once per individual.

Applicants must be ordinarily resident on Westray i.e. Westray is where they live for most of the year.

**Internal Use Only:**

Reference Number: Date Application Received:

Staff Meeting Date: Applicant Meets Grant Criteria?

Decision: Total Funding Amount:

Approved Not Approved

**Section 1: About You**

Contact Name:

Email:

Landline: Mobile:

Address:

Postcode:

**Section 2: About your training**

Training/Course Title

How will this training/course benefit you? Will it directly or indirectly benefit any other Westray residents? (*For example; help you get/retain employment, enable you to teach others etc.)*

What is the total cost of your project? *(Please give a breakdown of costs if for more than one thing)*

What are your training dates? *(Start & Finish. For Driving Lesson applications please supply the date of your first planned lesson.)*

At the end of your project you will be required to complete and return a ‘Project Review Form’. This will be emailed to you. In this form you be asked to reflect on how your project went and reflect on the answers you have given in this application form.

You will also be asked to send a photograph or a maximum of five photographs of your project for the Trust’s publicity if appropriate.

You can email this completed form to admin@westraydevelopmenttrust.co.uk or drop it into the Trust Office at Unit 1, Quarry Road, Pierowall, Westray, Orkney, KW17 2DF.

I confirm that the information on this application form is true and complete to the best of my knowledge and that I am ordinarily resident in Westray. I am also confirming that I am authorised to complete this form on behalf of the organisation named in section one *(if applicable)*.

Print Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Sign\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_

*By completing this form and submitting it to Westray Development Trust (WDT) you are consenting for this form and the data within to be processed and stored by WDT in order for WDT to fulfil its functions as a community development trust. You are also consenting to receive communications from Westray Development Trust. Under the General Data Protection Regulation 2016 you can request to see any data held on you at any time, simply get in touch with WDT office at* *admin@westraydevelopmenttrust.co.uk**.*