**Application for grant from The Forest Industries Education Fund**

**Introduction:**

The Education Fund was set up in 1997 with the object of advancement of education of Confor members (and their employees) employed in forestry or related industries – eg in provision of grants to further education or training to improve professional development. The range of activities may include - technical and professional courses such as: chainsaw competency, business planning, or competency on woodland creation and carbon management; as well as educational trips, field courses and study tours

The Trustees will make their decisions on the basis of many factors including, but not restricted to, the quality of the application and its relevance to both the individual and to the industry, the funds available from year to year and to the mix/type of applications received in any one year.

Confor is a members’ organisation that represents, supports and promotes the sustainable forestry and wood products industry. Our aim is to help build the market for wood products and forest services; to create a supportive policy environment for sustainable forestry and wood-using businesses; to work with partners to tackle important sectoral issues; and to provide high quality, valued member services.

**Criteria and conditions for grants from the Forest Industries Education Fund**

1. The applicant shall be a Confor member, or employee of, to be eligible for grant aid. Proof of employment may be sought.
2. One application per member per subscription year 1 October – 30 September
3. Grants can only be for bona fide educational, training or professional development purposes in the field of forestry.
4. The recipient shall be required to write a brief report and if appropriate, may be asked to contribute an article for use in the FTN magazine or Confor website, outlining the studies/activities undertaken for which the grant was made, and how this will benefit both their career and the forest industry as a whole.
5. Any grant awarded shall be applied towards a specific cost within the project.
6. The applicant shall be required to declare other sources of grant. If financial aid has been obtained from another source, then this is likely to be reflected in the award.
7. Recipients will be required to produce evidence to the Trustees that the money given as grant has been spent for the purposes for which it was issued, eg course invoice receipt, and, if it has not been so spent, the Trustees retain the right to reclaim all or part of the grant money.
8. Grants can only be awarded with prior agreement. No retrospective payments can be made.

**FOR OFFICE USE ONLY**

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| Date application received:  |
| Date Trustees informed:  |
| Decision/amount awarded: |
| Applicant informed of decision: |
| Date paid:  |
| Article received for FTN: |

**APPLICATION FOR GRANT**

|  |  |
| --- | --- |
| SURNAME | FORENAMES |
| HOME ADDRESS  |
| BUSINESS OR COLLEGE ADDRESS (if different) |
| EMAIL  | TELEPHONE |
| Date of joining Confor: | Membership No | Membership type |

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| PURPOSE FOR WHICH GRANT IS REQUIRED (*Give details of course or visit, with dates, name, address and tel. no of college or body if applicable* |
| PARTICULARS OF COSTS (*eg course fees, travel costs, accommodation etc.*) |
| WHAT OTHER GRANTS HAVE BEEN APPLIED FOR OR GIVEN (*Please state amount awarded or applied for*) |
| BENEFITS THAT WILL BE GAINED BY VISIT OR COURSE*The Trustees are looking for information from you not only on the benefits to your career in forestry of undertaking the training or visit, but also to the wider forestry sector as a whole.* |
| ANY OTHER MATTERS THAT YOU FEEL THE TRUSTEES SHOULD BE AWARE OF IN RESPECT OF APPLICATION – *please remember that these awards are competitive so the more information you supply the better your chance of success.* |
| HOW DID YOU HEAR ABOUT THE AWARD? |

I have read the Criteria and Conditions for grants and agree to abide by the conditions if awarded a grant.

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| Signed:   | Date: |

**Completed application form should be sent to:**

**Fiona Angier, Confor - FIEPF, Codebase, Argyle House, 3 Lady Lawson Street, Edinburgh EH3 9DR.** **fiona@confor.org.uk**

**Please allow 3 weeks for response.**