



Adult Education Grants: Guidance Notes

Please read these carefully before completing the application form.

Adult Education Grants

These grants are paid from part of the income from various endowments which make up the Friends Educational Foundation and Legacies, and are specifically for the support of Friends' post-compulsory education.

There is insufficient funding to support all applications and applicants will need to demonstrate clearly how they meet eligibility criteria, especially financial details of how shortfall in ability to pay occurs and level of self funding planned.

Occasionally an award may be granted to an applicant who presents an exceptional case which does not meet all of the criteria but applicants should address all criteria, including the ones that are not met

A single grant will be awarded to each successful applicant. This award may be distributed over a maximum of three years, depending on the nature of the course and whether study is full time or part time. Payments for the second and third years will be conditional upon the Grants Group receiving satisfactory annual progress reports from both applicant and tutor.

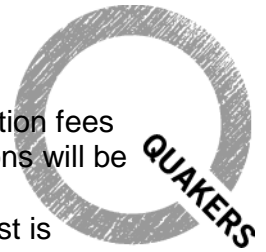
Eligibility

Individuals should meet all of the following requirements:

- Members of Britain Yearly Meeting, or attenders of at least five years. All applicants should be in good standing with a meeting
- Mature Students, i.e. not school/college leavers, but including graduates undertaking postgraduate studies
- In need of some financial support to undertake the course
- Be able to show how they will fund the costs of their course and demonstrate clearly that they have a realistic financial plan to do so
- Have at least a provisional place on their chosen course
- Explain how their new qualification will enable them to serve society and/or the Religious Society of Friends.

Courses should meet all of the following requirements:

- Full- time or part-time lifelong learning courses within the post-compulsory education sector, including vocational, further or higher education or continuing professional development.
- nationally validated courses that offer transferable qualifications, knowledge and/or skills
- Offered at a recognised, reputable institution or professional body within the UK



- Applicants studying for a first degree have access to student loans for tuition fees and anyone under 60 may apply for a maintenance loan; these applications will be given a low priority
- The Equipping for Ministry Course at Woodbrooke is excluded, as the cost is normally expected to be borne by Meetings.
- Courses leading to doctorates are expensive and a grant is unlikely to make a significant contribution to total costs; these applications will be given a lower priority

Applying for Adult Education Grants

Forms and dates

Please fill in the form fully. If you have any difficulties with this please contact the Grants Programme Officer.

The closing date is 30 April for all courses starting within the following academic year.

All grant decisions are made at the Grants Group's summer meeting. Applicants will normally be advised of decisions by the end of July and payment to successful applicants will normally be made in August. Grant recipients must inform the Grants Officer if they make any changes from the details in their applications regarding their course (e.g. level of degree, subject area, full time/part time etc.). Any substantial change might affect the grant awarded.

References

At least two references are required. One of these will be from a Quaker (preferably an overseer) who knows the applicant's personal circumstances, and the other will be an academic reference from someone (probably a tutor or employer) who can comment on the suitability of the course and the likelihood of the applicant succeeding on it. It is the applicant's responsibility to get agreement from the referees to act in this role, to give them the reference forms and to ensure that references arrive before the closing date as applications will not be processed without these and reminders will not be issued.

Sums available

Each year the grants are based on the needs of the applicants but are governed by the level of demand from suitable applicants and the funds available. In 2016 the average size of grant awarded for the year was £2,200.

Grants Programme Officer grants@quaker.org.uk

'The sums paid are grants, not loans, but beneficiaries who find themselves later able to repay some amount or otherwise make a donation or leave a legacy to the funds will enable others to benefit.'