

# INSTITUTE OF FUNDRAISING West Midlands

## IoF TRAINING BURSARY GUIDELINES



The Institute of Fundraising West Midlands aims to support individual members aiming to further their career through appropriate training and development opportunities via approved IoF courses and certificates. We are committed to providing financial support for those who wish to further their knowledge and grounding in theoretical aspects of fundraising via bursaries towards training costs where this expenditure may prove difficult due to the expenditure budgets of your organisation or in certain cases where your organisation is unwilling to support your professional development via this means.

This year as a committee we have identified the following as opportunities for which we would consider bursary applications:

### 1. Institute of Fundraising National Convention- 1<sup>st</sup>- 3<sup>rd</sup> July

Fundraising Convention is the largest event for professional fundraisers in Europe. Taking place over three days in July, the event will bring together a mix of experience from the charity sector, and will engage attendees through multiple sessions per day, within eight broad themes.

Further information including schedule, speakers and location can be found on the Convention website:

<http://www.fundraisingconvention.uk/>

- We offer a bursary for **1 day entrance** (worth £295) and £200 in travel expenses for **3 successful applicants**.
- Applications are open to IoF Members only.

### 2. Institute of Fundraising West Midlands Conference – October 24<sup>th</sup> 2019

West Midlands Conference hosted at The BCEC, Birmingham is packed full of speakers from a variety of fundraising disciplines. The West Midlands committee work tirelessly throughout the year to pull together a panel of speakers that will cover all funding discipline skill sets, so hope there is something for everybody and anybody involved in fundraising. We'll be bringing you presentations from a range of experts in the voluntary sector from a wide-variety of charities to help you to develop and improve your fundraising skills.

- We offer a bursary for **full day entrance** (worth Members £110 Non Members £135) for **6 successful applicants**.
- Applications are open to IoF members and non-members.

### 3. Institute of Fundraising Courses – West Midlands and National courses

We will consider bursary funding for any course which is run by the IoF West Midlands Committee or any official IoF courses that are taking place nationally. These must be official events which are published on <https://www.institute-of-fundraising.org.uk>.

- Applications are open to IoF members and non-members.
- Due to significant demand, all applications for West Midlands and National courses will be awarded on a case-by-case basis according to where the committee sees greatest need/benefit.

#### We will not fund:

- training that has already taken place
- internal training courses

#### How do I apply?

Please fill in the form below and send for consideration to [westmidlands@institute-of-fundraising.org.uk](mailto:westmidlands@institute-of-fundraising.org.uk)

# INSTITUTE OF FUNDRAISING West Midlands

## IoF Training / Event Bursary Application Form

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Please detail which Course/Certificate/Event you would like to apply for: .....

Name: .....

Membership Number: ..... Associate Member/Full Member

Job Title: ..... Organisation: .....

Do you work for a branch of a larger charity: Yes / No

Address: .....

.....

Tel. .... E-mail .....

Where catering is provided, do you have any special dietary requirements? Yes / No

If yes, Please Detail: .....

Do you have any Accessibility and/or learning requirements? Yes / No

If yes, Please Detail: .....

1. Brief outline of the aims and activities of the organisations(s) you work for:

2. Brief outline of your fundraising role and responsibilities:

3. Are you the sole fundraiser for your organisation or do you work as part of a team?

If part of a team, how many people are there in your fundraising department?

4. Why do you want to achieve this qualification?

5. How do you feel this training / opportunity will benefit the organisation you work for and your career development?

6. In the last financial year, what was your organisations

Total Income:	£
Of which, Voluntary (non-statutory) Income:	£
Total Expenditure:	£
Of which, Expenditure on Charitable Activities:	£
Unrestricted Reserves:	£

7. Any further information you would like to add

Signed by the Applicant: ..... Date of application: .....
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Signed by the Applicant's Line Manager: ..... Name: ..... Job Title: .....
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*Please send the sign and scan the form before forwarding to:*

[westmidlands@institute-of-fundraising.org.uk](mailto:westmidlands@institute-of-fundraising.org.uk)