



FIN012 CHALLENGERS BURSARY POLICY

		Date	Amended by:
Date of Issue	1	March 17	Amanda Matthews
Issue	2	Oct 17	Amanda Matthews
Issue	3	Feb 18	Amanda Matthews
Issue	4	July 21	Andrew Kendall
Issue	5	March 23	Zoe Youkee
Issue	6		
Issue	7		
Issue	8		

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1. Scope of policy

- This policy outlines the application of Challengers Bursary Policy to ensure that this policy is applied fairly and transparently.

2. Communications

- Information about Challengers bursary is available on the web site www.disability-challengers.org or from the Community Liaison Manger at The Hub on 01483 961962.

3. What is a Bursary?

- Challengers believe that all children and young people should have the right to play. The Challengers bursary fund has been developed to assist individuals who may have difficulties attending because of financial considerations.
- Challengers will fundraise each year to provide a small fund that will be reserved specifically for the bursary scheme.
- The fund can be used to clear fees for sessions already attended or for future sessions.

4. Who can apply?

- Challengers will accept all applications where need is demonstrated and can be supported by a professional working with the family.
- Each application for bursary funding will be judged on its own merits so it is in the interest of applicants to provide as much relevant information as possible in their application.
- You can apply for a bursary to help with the fees for Pre-school, Play or Youth.

5. How much is awarded?

The fund is sustained by voluntary donations so will vary year to year. The amount awarded to each applicant will be decided by the Bursary Panel

6. When and how do I apply?

- Applications are accepted at anytime throughout the year
- Each applicant will need to complete the online Bursary Application form with details of their circumstances and provide the contact details of a professional who knows the family to provide a supporting letter. This can be a teacher, support worker, social worker, Challengers Scheme Leader or another person who has supported the family in a professional capacity.
- Each application will be considered by an independent panel.
- A decision will be made and notified to the applicant.
- All decisions of the panel are final and may not be appealed.
- Your application form and any supporting documents will be destroyed once your application has been processed.

7. Feedback

- We may ask each family receiving the award to fill in a simple questionnaire about the impact that the award has made. Challengers will use this information to report back to those who have donated to the fund, and help promote future donations.

8. Additional information

- If successful the award will be applied to your Challengers account. This can then be used towards future bookings or to pay off outstanding invoices.
- If a bursary funded session is cancelled and the credit not used for another session the refund for the session will be allocated back to the bursary fund not refunded to the Parent or Young Person.

Modifications made to this document since its issue are as follows:

DOCUMENT CHANGE HISTORY

Summary of Change	Section no / page no	Changes made by	Release date
First policy			March 2017
Update	8	AM	Oct 2017
Added detail relating to the destruction of the application form and information contained within	Section 6, 9	AM	Feb 2018
Revised application process, removal of application form	2, 4, 5, 6, 8, 9	ZY	March 2023