



## BURSARIES

The NCVO Working For A Charity online course “Effective Voluntary Sector Management” is intended for people to study in their own time at around 5 hours per week. The full cost of the course in October 2008 is £575 for the online module and £825 for the online plus project based learning module. There are limited funds available for a small number of bursaries for those with low or no income to help part-finance the course fee up to a maximum of 50% (£290 and £415 respectively).

The aim of the bursary scheme is to enable people to access the course who would otherwise be **genuinely unable to afford the fee**. We are reluctant to ask bursary applicants to provide financial evidence of their need, however, we recommend that only those individuals who feel they would suffer real hardship should apply, making their personal situation clear in their application. In this way we hope that we can direct the limited bursary funds to the most appropriate people.

We would envisage applications coming from individuals in one or more of the following groups:

- Unemployed people in receipt of job seeker's allowance and/or on income support
- Returners (i.e. women and men who have not been in paid employment for some time and who now wish to return to the workforce)
- Those not in paid employment (i.e. carers)
- People in low paid work

In addition:

- People in small voluntary organisations  
*(Please note the course is intended for people who are new to the sector or planning to explore the sector prior to joining it and many people will be paying their own course fees. However if a voluntary organisation plans to pay for an individual to join the course bursaries are available to organisations with an annual income of less than £50,000.)*

### How to apply

If you wish to apply for a bursary for the online course you will need to register and pay the **full** amount online. If your application is successful you will then receive a rebate for the amount of the bursary. If your application for a bursary is **unsuccessful** you can choose to keep your place on the course at the full amount or you can decide to cancel your registration and you will then receive a refund for the full amount. If your bursary application is unsuccessful you will need to confirm your wish to cancel within 14 days of notification of the decision.

To register and pay online go to [www.workingforacharity.org.uk](http://www.workingforacharity.org.uk) then email [elaine.smethurst@ncvo-vol.org.uk](mailto:elaine.smethurst@ncvo-vol.org.uk) with your registration details and write a short statement to answer the following questions:

- Brief summary of your career to date
- Why is the course important to you?
- What amount would you be able to pay?
- Why do you need a bursary?

Your online payment and application for a bursary for the October 2008 online course should be received at the latest by **8 September**. Decisions will be made and you will be notified by 15 September 2008.  
If you have any questions, please call or email Elaine Smethurst - direct line: 020 7520 2493

Supported by

**societyguardian**