**Open Awards Bursary**

**Open Awards Bursary Guidance - revised December 2024**

**Introduction**

Open Awards is a registered charity, and we seek to use our skills, experience and qualifications to promote learning to individuals. In 2019, we decided to change the way we offer Bursaries as we would like them to form a legacy within our providers and create real impact. In offering bursaries, we are seeking to address barriers that may prevent people from accessing or remaining within training/further education and achieving their full potential.

**Our Vision** is thatOpen Awards bursaries allow our providers to better support their learners and enable them to achieve their potential. Each year we will choose a theme and seek applications that look for ways to tackle that issue.

The theme for this year is ‘***Doing Things Differently’***. We are seeking to fund something that you want or are doing differently to enhance learners’ experience and achievements.

**What can I apply for funding for?**

Open Awards will decide on priorities for applications each year taking into account the strategic objectives of the organisation, emerging priorities or issues that affect learners. Organisations can then apply for funding (below) for a specific project or equipment or additional resource that meets that priority.

**How much can I apply for?**

For 2025 the total amount for the bursary is up to £5000 and a maximum of 3 awards will be made. However, awards will be prioritised and it is possible that only 1 award or 2 awards will be made.

**Am I eligible for a Bursary?**

The Bursary is open to all providers using Open Awards products.

You must have the support of a member of your Senior Leadership team to apply for a bursary.

By applying for a bursary, you are consenting to being included in publicity for Open Awards, where this is required, and to being contacted about your future progress, if necessary. This will include an article written by you on the impact of the award and what is has achieved and this may be included in Open Awards Impact Reports and promotional material. We will discuss this with the successful applicant in more detail and provide assistance if required.

You will be required to complete an Impact Report, and we will agree with you when is the best time to do this.

**Completing the Application Form**

You must make sure that all parts of the form are completed.

Please give **as much detail as possible** about why you need the bursary, as this will help us to understand evaluate your application. Use an additional sheet if necessary. There is a word count limit of around 500 words for this section.

Your college/training provider must complete and stamp the final section of the form, and it must be signed by a member of the Senior Leadership team.

**Assessment of Applications**

A sub-committee of the Open Awards Board will decide which application can be granted. We will prioritise applications according to the information provided by each applicant and the fit with our objectives.

In some cases, further information may be sought.

**All decisions are final and there is no right of appeal**, however there is no limit on the number of times an organisation may apply for a bursary in different years. Please note that Open Awards will not enter into discussions about their decisions once they have been made.

Applications are currently assessed once a year.

Deadline for Applications – 28th February 2025

Applicants will be informed of decisions as soon as possible after the deadline.

**How to Apply**

Complete the application form, and send it to:

Heather Akehurst

Chief Executive

Open Awards

[heather.akehurst@openawards.org.uk](mailto:heather.akehurst@openawards.org.uk)

**Application for Open Awards Bursary**

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| **Name of Provider:** |
| **Address:** |
| **Email:** |
| **Contact Name and Telephone number:** |

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| **Amount Applied For (max £5,000 – however please consider breaking your proposal into sections as we would like to fund as many providers as possible)** |
| **Reason for application? What difference will the bursary make to your learners?**  Please *give us as much information* as you can. This information will assist us in our decision-making process.  Things to include:  How you plan to use the Bursary.  Please tell us how you will measure the impact.  How many learners will benefit from the Bursary?  How will this be different to your current ‘core’ activity/requirements?  Please continue on a separate sheet, if necessary – there is a maximum of 500 words for this section: |
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| What are the outcomes that you hope to achieve?  What will the long-term legacy be? |

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| I confirm the information above is correct.  By applying for this bursary, I consent to be included in publicity for Open Awards where this is required and understand that I might be contacted about my progress.  **Applicant Signature:** |
| **Date:** |

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| To be completed by a member of the Senior Leadership team. |
| **Name:** |
| **Position:** |
| **Address:** |
| **Email:** |
| **Please tell us why you support this application:** |
| **Signature:** |
| College/Organisation Stamp: |

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| **Trustees Decision:** |