



# BEDFORD BOROUGH COUNCIL

Borough Charter granted in 1166



INVESTOR IN PEOPLE

Chief Executive: P. J. Simpkins

Mr M Fletcher  
Headteacher  
Hastingsbury Business & Enterprise  
College  
Hill Rise  
Kempston  
Bedford  
MK42 7EB

Please ask for: Lynn McKenna  
Direct line: (01234) 228913  
E-mail: [lynn.mckenna@bedford.gov.uk](mailto:lynn.mckenna@bedford.gov.uk)  
Your ref:  
Our ref: CH/5/1  
Date: 24 July 2017

Dear Mr Fletcher

## Re: Alderman Newton's Educational Foundation (Bedford)

The above Charity can assist young people, normally in the age range 13 to 25 years old, who live in the Borough of Bedford, with grants for educational purposes for items such as the purchase of text books.

I enclose details of the Charity and shall be grateful if you will make them available to anyone who might benefit from this grant.

The Application Form, Guidance and an overview of the Charity is available on the Borough Council's website at: [www.bedford.gov.uk/aldermannewton](http://www.bedford.gov.uk/aldermannewton).

For your information there is no deadline for applications as the programme runs throughout the year.

Please do not hesitate to contact me if you would like any additional information on the Charity.

Thank you for your assistance.

Yours sincerely

*L McKenna*

**Lynn McKenna**  
Committee Services Officer

Enc

Barbara Helen Morris - Assistant Chief Executive (Law & Governance)  
(Solicitor to the Council)  
Borough Hall, Cauldwell Street, Bedford MK42 9AP

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# ALDERMAN NEWTON'S EDUCATIONAL FOUNDATION (BEDFORD BRANCH)

## INTRODUCTION

Alderman Newton's Educational Foundation is one of several charities established in various towns by Alderman Gabriel Newton of Leicester by a deed dated 15 March 1760. The Foundation has an annual income which is normally allocated on request throughout the year. No cash grants are made. A successful applicant will be advised of the amount of grant and will be reimbursed up to this amount after producing receipts for the books/equipment/materials etc. specified in the application. At this stage, applicants will be required to produce with their application written confirmation from their university, or other educational establishment, that they have commenced the course and an indication as to whether or not the items any applicants wish to finance with a grant are essential to their studies or desirable. Applicants will also be required to provide evidence of income.

## PURPOSE OF ASSISTANCE OR GRANTS

Grants by the Charity can be given for the purposes set out in the Charity's scheme, which provides for grants for:

- financial assistance, outfits, special clothing needed in connection with a course, tools, instruments or books to enable beneficiaries on leaving school, university or any other educational establishment to prepare for, or to assist their entry into employment; and
- otherwise promoting the education (including social and physical training) of beneficiaries. Under this heading the Trustees will consider assisting with expenses connected with staying on at school or which have to be met as part of a course at university etc.

## GRANT

The amount of grant available would normally have an upper limit of £500. In exceptional circumstances the grant may increase to £750, but grants over £750 would not be supported. Travel expenses to and from school would not normally be supported.

## ELIGIBILITY

### Age

Grants must be given for the benefit of young people who are in need of financial assistance. Applicants should be under the age of 25 years when applying to the Foundation and have normally completed their course by their 25<sup>th</sup> birthday. The minimum age limit is normally 13 years.

### Place of Residence

The usual place of residence of applicants must be the Borough of Bedford. Trustees normally expect that applicants will have been resident in the Borough for at least three years.

### Income

The Trustees award grants according to the candidate meeting the requirements of age and residency as above. The income of the applicant and/or parents/guardians is also taken into consideration when awarding grants.

## APPLICATION FORM

The Application Form may be obtained from the Clerk to the Trustees, c/o Committee Services, Bedford Borough Council, Borough Hall, Cauldwell Street, Bedford (Tel: Bedford 228193) or at [www.bedford.gov.uk/aldermannewton](http://www.bedford.gov.uk/aldermannewton)

ALDERMAN NEWTON'S EDUCATIONAL FOUNDATION (BEDFORD)

APPLICATION FOR GRANT

\*\*\*\*\*Please read the Guidance Notes before completing this form\*\*\*\*\*

APPLICANT

1	Full name	(male / female (please delete as appropriate))
2	Date of Birth	
3	Current address in the Borough of Bedford	
4	Telephone number	
5	Email address	
6	Have you applied to the Foundation before? If so, please provide the address you gave, if different from your current address	
7	Have you lived at the above address for three years or more? If not, please give your previous address	
8	How long have you been a resident of Bedford? (A minimum of three years will normally be required – you may be asked to provide more information on your residency)	
9	Details of any earned income for the last 12 months (see note (i) below)	
10	Details of any other financial support received from the Local Education Authority (see note (ii) below)	

**ALDERMAN NEWTON'S EDUCATIONAL FOUNDATION (BEDFORD)**

11	Ethnic Background ( <i>Please tick as appropriate</i> ):	
	White	<input type="checkbox"/>
	Mixed/multiple ethnic groups	<input type="checkbox"/>
	Asian/Asian British	<input type="checkbox"/>
	Black/African/Caribbean/Black British	<input type="checkbox"/>
	Other ethnic group	<input type="checkbox"/>
12	Please give details of any disability	

**DETAILS OF ASSISTANCE SOUGHT**

13	Name and address of School, College or University (see Notes (iii) and (iv) below)	
14	College or University course title or subjects studied at School	
15	Please give details of books/equipment/materials required and costs (see note (v) below)	Please attach separate sheet
16	Please state and provide evidence (if available) of whether the items referred to in 15 above are a requirement of the course or desirable additional items	
17	Have you or a member of your family received an award from the Foundation in the past? If so, please state the date and the amount of the award.	

**ALDERMAN NEWTON'S EDUCATIONAL FOUNDATION (BEDFORD)**

**DETAILS OF PARENTS OR GUARDIANS**

18	Full name(s)	
19	Address	
20	Relationship to candidate	
21	What is the rent or mortgage paid per month in respect of the above address?	
22	What is the amount of Council Tax paid per month in respect of the above address?	
23	Please give details of: <b>(see note (i) below)</b>	
	(a) total gross household income	
	(b) commissions (if any)	
	(c) bonuses (if any)	
	(d) pensions (if any)	
	(e) Investments (if any)	
	(f) benefits received (if any) (please give detailed information of the type and amount of any benefits received.)	
24	Please state how many people are in the household	
25	Please state how many people in the household are in full-time employment	

**ALDERMAN NEWTON'S EDUCATIONAL FOUNDATION (BEDFORD)**

**SIGNATURE**

This form should be completed and signed by a parent or guardian in the case of a candidate who normally resides at their address or is dependent on them.

In other cases, the applicant should sign.

I confirm that the information contained in this application is accurate and complete.

Signed .....

Parent / Guardian / Applicant – *please delete as appropriate*

Date .....

**PLEASE ENCLOSE**

- (i) Income Tax Certificate of Pay and Tax deduction (form P60) or other proof of earning if self employed in support of answers to questions 9 and/or 23.
- (ii) Written confirmation of any Local Education Authority fees and maintenance grant (or letter from the LEA declining grant)
- (iii) A statement concerning the candidate's character from the School, University or other place of learning previously or now being attended.
- (iv) A letter of acceptance from a University or other place of learning.
- (v) A list of books/equipment/materials for which funding is sought and written confirmation from the university or establishment whether the items are essential to the course or desirable.

**PLEASE RETURN TO:**

The Clerk to the Trustees  
c/o Committee Services  
Room 326  
Borough Hall  
Cauldwell Street  
Bedford MK42 9AP