

Bursary Fund Terms & Conditions

RALEIGH INTERNATIONAL BURSARY FUND – TERMS AND CONDITIONS YOU MUST READ THESE CAREFULLY BEFORE APPLYING TO THE BURSARY FUND

1. Application for a bursary towards the costs of a 10-week overseas Expedition programme (otherwise known as the "programme") is made with Raleigh International Trust (registered address: Dean Bradley House, 52 Horseferry Road, London SW1P 2AF, UK); Charity number: 1047653, also registered in Scotland with charity number SCO40023. Known hereafter as "Raleigh", "the charity", "we", or "us".
2. Recipients of the Raleigh International Bursary Fund (known hereafter as "Recipients") also have to apply for an Expedition programme alongside their application for a bursary or once the bursary is confirmed.
3. These Terms and Conditions apply to applicants to the Raleigh International Bursary Fund (hereafter referred to as 'Fund applicants') and Recipients.
4. The Raleigh International Trust Terms and Conditions also apply in full to Recipients.

The Eligibility Criteria

5. Applicants must have a household income of £23,000 or less.
6. Applicants should not have had significant experience of travelling/ independent travel

Bursary Fund Application process

7. The Fund is limited, and an application to the Fund is no guarantee of funding
8. The Fund is only open to UK nationals currently residing in the UK, or those who can prove 2 years of residence in the UK.
9. Applicants must have a valid passport or UK travel document (i.e. right to remain) at time of application. Recipients must have a valid passport with expiry date at least 6 months after the end of the programme before start of overseas programme.
10. The application process includes completion of the online application form, eligibility verification and attending a Bursary Assessment Event. If successful in their application, Fund applicants consent that they may be used as a case study by Raleigh International. Fund applicants accept that the case studies may be shared with donors to the Fund and used for internal and external promotional purposes only by Raleigh International.
11. As part of the application process, you will also be required to provide a support needs assessment form. On this form we ask you for some personal information which helps us to fully understand your current circumstances. This is to get a better understanding of any support needs you may have and will allow us to provide you with a better level of support should it be required. This information will be held in the strictest confidence, only being shared by relevant Raleigh staff members that are responsible for ensuring you have an adequate level of support. This may include our staff in country who are responsible for supporting you. For the purposes of safeguarding, we will store this information confidentially until the end of programme or end of application process if unsuccessful. After this time, this form and the information it contains will be responsibly removed from our systems.
12. To assess that your application meets the financial eligibility criteria for the bursary award, we will request financial proof of the income your household receives. We will store this information confidentially until the



application has been fully reviewed, and a decision to offer or decline the application has been communicated to the Fund participant. The information will then be responsibly removed from our systems. We will not be sharing this information with any third parties, and it will only be shared internally with the necessary individuals at Raleigh International.

Offer

13. The Bursary Fund supports applicants to participate only in one of Raleigh's 10 week Expeditions.

14. The application will be reviewed and if successful an offer of funding will be issued. This offer will specify the amount of funding and the expedition country and dates it relates to. Offers are not transferable. The offer will be open for 30 days for acceptance, after which it will close.

15. On accepting the offer, the Recipient commits to raising the required fundraising and to pay the initial deposit

16. Once an offer of funding is accepted, if the recipient is then not able to take part in the Expedition as agreed, the recipient agrees to compensate Raleigh the sum of £500 (inclusive of any deposit already paid), unless Raleigh agrees reduce this through mitigating circumstances that will be reviewed on a case by case basis.

17. The place on programme will be withdrawn if the following criteria (below) are not completed in accordance with the relevant deadlines for each, as notified to the Recipient following application:

- a. Raising the fundraising;
- b. Medical clearance;
- c. Attending a Raleigh Pre Expedition Training Event (or PETE)

Placement

18. Raleigh will book return flights from the UK to the country and facilitate the payment of vaccinations and visas.

19. The Recipient will travel on flights booked by Raleigh in all cases. If the Recipient does not board the return flight, they will refund the cost of that flight. Placement on programme immediately ends, leaving the Recipient responsible for their own health and safety and travel arrangements from that time.

