

Application Form for Clerks' Training Bursary Scheme in Wales

Community & town council clerks and deputy clerks are welcome to apply for a bursary towards any training course, conference or CPD event that will assist them in their council's work. This scheme closes on the 31.03.2021

The criteria are as follows:

- Bursary limit is **50% of the cost of the training course, conference or CPD event up to a maximum bursary payment of £100**
- The bursary scheme is aimed at smaller councils and is open to any clerk or administrative assistant who works for a **council with a turnover** (i.e. annual budgeted income) **of under £100,000**
- If a clerk or deputy clerk works for more than one council, they are eligible if any one council comes within the under £100,000 criteria.
- The training course, conference or CPD event may start on the day this form is signed but **must** have taken place by 31st March 2021 - it **cannot** be claimed retrospectively.
- **The training course MUST have taken place by 31.03.2021**
- **Only one bursary payment can be claimed per financial year per clerk/deputy clerk.**
If you have already applied for a Wales CiLCA Bursary then you are not eligible to apply for this Training Bursary Scheme

NO PAYMENT WILL BE MADE TO YOU

Name:		Position:	
Time in Post:			
I am employed by (Full Council Name*): *If a clerk/deputy clerk to more than one council, the one on whose behalf you are applying.			
Council Address:			
Postcode:		Work Tel No:	
Email:			
Council annual budgeted income 2020/21:		£	
Full details and title of the training course, conference or CPD event: <i>(Please attach any supporting leaflets, application forms or course information)</i>			
Cost of the training course, conference or CPD event:		£	Amount of bursary requested: £
Training start date: <i>(Month/Year)</i>			
Signed (Clerk/Deputy Clerk)		Date:	
Signed (Chair)		Date:	

Please email the signed form to events@slcc.co.uk

- **This Clerks' Training Bursary Scheme is funded by the Welsh Government.**
- Confirmation that your bursary has been approved will be issued by the SLCC within 7 working days week of receiving your application; your discount code will then be issued for you