

# The Co-operative Pioneers Memorial Fund

## What is the Co-operative Pioneers Memorial Fund?

The Co-operative Pioneers Memorial Fund was established in early 2010, when a number of small grant funds were brought together. The Co-operative Pioneers Memorial Fund aims to:

*'enable learners facing financial difficulties to participate in programmes arranged by the Co-operative College'.*

The Co-operative Pioneers Memorial Fund is able to make a small number of awards to individuals each year, to assist them with the costs of undertaking programmes run by the Co-operative College.

## Who can apply?

In order to be eligible to apply for the Co-operative Pioneers Memorial Fund applicants should be:

- applying as an individual
- facing financial barriers to participation
- applying to participate in programmes run by the Co-operative College
- able to provide a brief report on their participation.

Applications are accepted from individuals for programmes run by the Co-operative College (<http://www.co-op.ac.uk>). These could include an event, course, learning opportunity, consultancy support or conference. Usually these programmes will be UK based, but Trustees will consider international programmes on a case by case basis. We will also fund adaptations to enable access to Co-operative College programmes for people with disabilities.

Please note that the sum of money allocated to the Co-operative Pioneers Memorial Fund is relatively small. We would usually expect any grant to cover only part of the cost, with a contribution for support coming from the individual, their organisation or other sources towards the cost of the programme. In exceptional cases the Fund may meet the full cost. Priority will be given to people who have not previously received a grant from the Fund.

## What we don't fund

The funding is only available for programmes arranged by the Co-operative College. Additional costs related to programmes including books, materials, accommodation, travel or subsidiary costs are not eligible, unless these form part of the total programme cost.

Applications are limited to one successful application per person, up to a maximum grant value of £2,500.

# The Co-operative Pioneers Memorial Fund

## When to apply

The Fund operates an open deadline and you can apply at any time. However, please ensure that you contact us well in advance of the start of your programme, as we cannot fund retrospectively.

Your application will be acknowledged and you will be notified of the outcome within 1 month. All applications will be judged on their individual merit. If you are awarded a grant we will contact you by letter and ask you to agree terms, which include your full attendance and the submission of a brief post programme report.

You can submit your completed application form, along with the requested documents *either* electronically *or* by post to:

Co-operative Pioneers Memorial Fund  
Co-operative College  
Holyoake House  
Hanover Street  
Manchester  
M60 0AS

Submit electronically to [memorialfund@co-op.ac.uk](mailto:memorialfund@co-op.ac.uk)

Please enclose the following:

- Signed application form
- Details of the Co-operative College programme

## Help and advice

We welcome people contacting us to find out more about the Co-operative Pioneers Memorial Fund. You can telephone, e-mail or write to us. We know how useful early guidance can be to a potential applicant - whether they decide eventually to complete a formal application, or to look elsewhere for funding. Initial enquiries should be addressed to our Funding Development Manager, Sue Hennessey on 0161 246 2909 or email [memorialfund@co-op.ac.uk](mailto:memorialfund@co-op.ac.uk)

# **The Co-operative Pioneers Memorial Fund**

## **Terms and conditions**

*Grants from the Co-operative Pioneers Memorial Fund are non-transferable and must only be used for the programme applied for, not for any other training or purpose without prior agreement.*

*You must undertake the programme within the stated timescale set out in your grant offer. You must inform us in writing if you are unable to do so.*

*If you do not take up your place on the programme, you will be required to repay the grant in full.*

*You should take all necessary steps to ensure equality of opportunity and health and safety whilst involved in the programme.*

*You should inform the Co-operative Pioneers Memorial Fund in writing, in advance to gain approval for any changes which you make wish to make to the grant offer.*

*A short post programme report must be submitted within 1 month of completion of the opportunity.*

*We reserve the right to use your name and photograph in relation to publicity of the Co-operative Pioneers Memorial Fund.*

*You will acknowledge funding support from the Co-operative Pioneers Memorial Fund where appropriate*

*We reserve the right to withdraw a grant if information is found to be inaccurate.*

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## Your details

Applicant name	
Correspondence Address	
Postcode	
Telephone	Home: Mobile:
Email	

## Your application

Where did you hear about the fund?		
Have you ever applied for, or received funding from the Co-operative Pioneers Memorial Fund?	Yes / No <i>If yes, please provide detail of when and whether you were successful:</i>	
Type of programme requested	Conference	
	Workshop	
	Event	
	Residential	
	Other: <i>please state</i>	
Has your employer approved your participation in the programme(if applicable)?		

## Programme details

Programme title	
Programme date	Start date: Duration:
Venue	

# The Co-operative Pioneers Memorial Fund

## Funding request

Total cost of programme	£
Funding requested from the Co-operative Pioneers Memorial Fund	£
How will the remainder be funded?	

## Supporting information

What skills and knowledge do you hope to gain from undertaking this programme? <i>(Max 100 words)</i>	
How will your personal learning and development be taken forward in your work, community and as a co-operator as a result of this programme? <i>(Max 100 words)</i>	
What financial barriers are preventing your participation? <i>(Max 100 words)</i>	
Additional information that may assist in processing your application. <i>(Max 100 words)</i>	
Declaration  Signature  Date	I declare that all the information given as part of this application is a full and accurate disclosure of the circumstances relevant to this grant request.

*The information provided on this form will be used to assess your request for a grant. Should you be successful, it will become part of the record that we maintain for monitoring purposes. Should you be unsuccessful we will retain your details for three years.*