**BURSARY APPLICATION FORM  
Pentabus Youth Theatre**

**The Pentabus Youth Theatre (PYT) Bursary Fund provides financial support to help young people overcome specific barriers to participation. It exists to enable participants to take part in activity provided by Pentabus Theatre. These activities include the termly costs for participation in Pentabus Youth Theatre.**

**What can I expect financial support with?**

We strongly believe in offering equal opportunities and prioritise accessibility across all our activities. Bursaries are available to part or fully cover **transport** and / or the cost of **course fees**, depending on your current situation.

**Who is the PYT Bursary Fund for?**

To be eligible you must be facing financial hardship preventing you from participating in our work. While anyone is free to apply for the bursary fund to help support participation, priority will be given to those:

* In care
* Care leavers
* In receipt of Income Support, or Universal Credit in place of Income Support, in their own right
* In receipt of Employment and Support Allowance or Universal Credit and Disability Living or Personal Independence Payments in their own right
* In receipt of Free School Meals

**How is my application reviewed and when will I find out?**

Applications are reviewed in three stages by the senior management team at Pentabus Theatre. Every application is highly confidential and the information you provide will not be shared with any unauthorised staff member.

Once you have completed and submitted your form to Joanna Freeman (Head of Engagement) on [joanna@pentabus.co.uk](mailto:joanna@pentabus.co.uk), we will endeavour to respond as soon as possible with an outcome. You will then receive a letter from Pentabus Theatre, confirming whether you have been successful with your Bursary Fund application.

*Please complete the following Bursary Application Form, providing information of your current situation with as much detail as possible. Due to the confidential nature of this document, the information you provide on this form is kept on file for one year only.*

If you have any questions or comments about this form, please do reach out to Joanna Freeman directly on [joanna@pentabus.co.uk](mailto:joanna@pentabus.co.uk).

**The form continues overleaf**

**BURSARY APPLICATION FORM  
Pentabus Youth Theatre**

|  |  |
| --- | --- |
| **DATE OF SUBMISSION:** |  |
| **APPLICATION FOR:**  **(Full name of young person/people)** |  |

|  |  |
| --- | --- |
| **NAME OF PARENT / CARER** |  |
| **EMAIL ADDRESS** |  |
| **TELEPHONE** |  |
| **HOME ADDRESS** |  |
| **NAME ON BANK ACCOUNT** |  |
| **ACCOUNT NUMBER** |  |
| **SORT CODE** |  |

|  |
| --- |
| **Pentabus Youth Theatre runs on Wednesdays during term-time (approx. 36 sessions per year), with normal costs of £85 per term. How much bursary are you requesting?** (Please indicate below in terms of %) |
| *(E.g. ‘Full bursary with 100% fees covered’, ‘half bursary with 50% of fees covered’)* |

|  |  |
| --- | --- |
| **What will this cover? Please include the workings of the total you’ve given above** | **£** |
| Travel to Youth Theatre sessions |  |
| … |  |
| … |  |
| … |  |
| **TOTAL** |  |

|  |
| --- |
| **If applicable / appropriate, please outline any fundraising you have done so far and how much you have raised:** |
|  |

|  |
| --- |
| **In your own words, please tell us why you need to be supported by the Bursary Fund?** |
|  |

**For Parent / Carer**

|  |  |
| --- | --- |
| **Is the young person mentioned on this form currently in care or a care leaver?**  *If yes, you will need to provide a copy of a Social Services letter stating that this is the case* | Yes / No |
| **Are you in receipt of any of the following?**  *If yes, please provide a copy of a Benefits letter (no more than 6 months old) stating that this is the case* | |
| Income Support | Yes / No |
| Jobseekers Allowance | Yes / No |
| Personal Independence Payment (PIP) or Disability Living Allowance (DLA) | Yes / No |
| Employment and Support Allowance (ESA) | Yes / No |
| Working Tax Credit | Yes / No |
| **Have you previously applied for, or received a Pentabus bursary before?** | Yes / No |
| **If so, what was it for and were you successful?** | Yes / No |

**Declaration**

I declare that the information provided on this form is true and correct to the best of my knowledge. I understand that purposely giving false information will automatically disqualify me for any financial assistance from Pentabus Theatre. I also understand that completion of this application does not guarantee that I will receive the financial support that I have applied for and that any delays in providing evidence will delay my application. I understand that all applications are processed subject to availability of funds and eligibility criteria.

**Name of Parent / Carer: ……………………………………………….**

**Signature: ………………………………………………………………….**

*If you are emailing your completed application to us, you do not need to include a signature.*

**NB:** Please email your scanned completed form and all supporting documentation as listed above to Joanna Freeman on [joanna@pentabus.co.uk](mailto:joanna@pentabus.co.uk) or post the information to:

Joanna Freeman (Pentabus)

Ludlow Assembly Rooms

1 Mill Street

Ludlow

SY8 1AZ  
 **Thank you for taking the time to apply to complete this Bursary Application Form. Once we have received your application either by email or post, we will notify you via the email address you have provided on the form. You will then receive a response within ten working days.**

|  |  |
| --- | --- |
| **OFFICE USE ONLY** | |
| DATE RECEIVED |  |
| DATE REVIEWED |  |
| APPROVED BY |  |
| EMAIL SENT TO APPLICANT |  |