

Training bursary application questions

For reference only – please apply via www.heritagecrafts.org.uk/opportunities/training-bursaries

Apply for up to £4,000 to start training in a heritage craft or to further develop your skills.

Bursaries are for:

- new entrants who have demonstrated a commitment to starting a new craft career and need to acquire the necessary hand skills;
- early-career practitioners who have not yet attained the hand skills required to achieve commercial success; or
- early- or mid-career craftspeople who need to acquire distinctly different hand skills to develop new ways of achieving commercial success.

You can apply for a bursary for any amount up to £4,000 which can cover or contribute towards the costs of:

- apprenticeship-style training with a craftsperson/people;
- attending a specialist training course (accredited or non-accredited);
- undertaking a self-directed programme of training with one or more craftspeople;
- the cost of specialist tools or materials, books or study materials, or supporting travel and accommodation (**no more than 30%** of total budget).

The bursary **cannot** be used for general living expenses, research, promotional activities or anything else.

Successful applicants will be supported by the Heritage Crafts team. We will work with to you monitor progress and support you to achieve your aims.

The list of eligible crafts can be found at www.heritagecrafts.org.uk/opportunities/training-bursaries. If you have any questions about eligibility please get in touch with Tess Osman at tess@heritagecrafts.org.uk in advance of applying.

Please apply by filling out the online forms linked to from www.heritagecrafts.org.uk/opportunities/training-bursaries. We will also accept a video application of no more than 15 minutes in length in which you address all of the questions below.

The deadline for applications is **5pm on Friday 7 March 2025**. If you have any questions or need assistance with the application process, please email Tess Osman at tess@heritagecrafts.org.uk.

If you are new to a craft and you would like assistance with finding a trainer, please get in touch with plenty of time before the deadline and we will do what we can to help.

Fields marked with an asterisk are compulsory.

Eligibility

Time is precious and we don't want to you complete the application if you are not eligible for this training bursary. If you cannot answer yes to any of the initial questions below, it is unlikely that you will be successful in your application. We hope to be as open as possible for support, but cannot support everyone.

- Are you based in the UK and intend to continue practising your craft in the UK? *
- Will your proposed training start within the next 12 months? *
- Is your heritage craft directly connected to the bursary for which you are applying? *

Information required

Great to hear you are eligible to and looking to apply for a training bursary. To submit the strongest application you can, it's worth gathering the details below in advance of completing the form to avoid any delays.

To complete an application, you will need:

- **Full details of the training you would like to take part in.** This could be informal on-to-one training or as part of a formal course, or a combination of both.
- **Costs for the training and a breakdown of how you would use the funds.**
- **You will be asked to share the contact details of a referee who can provide a reference in support of your application.** The referee could work for a craft organisation, or be a previous trainer/teacher. They should not be a family member or an individual you are planning on training with. Please also ensure they consent to being your reference.

About you

We will only use this information to keep you updated about the work of Heritage Crafts, in accordance with our privacy policy. Heritage Crafts does not pass on contact details to any other individual or organisation.

- First name *
- Last name *
- Email address *
- Phone number *
- Address *
- Postcode *
- Date of birth *
- Ethnicity
- Disability
- Your craft / intended craft *
- Business or organisation (if applicable)
- Website/social media (if applicable)
- If you have applied to Heritage Crafts previously, what was it for and when?
- Are you a Heritage Crafts member? *

Your financial circumstances

This bursary is intended for those in genuine financial need. Please tell us as much as you can about why you need this bursary.

- Employment status (tick all that apply) *
 - Employed – full-time
 - Employed – part-time
 - Self-employed
 - Student – full-time
 - Student – part-time
 - Full-time carer
 - Full-time parent
 - Retired
 - Unemployed – benefits
 - Unemployed – not receiving benefits
 - Unemployed – other income
- Your annual income from salary or self-employment *
 - £15,000 or under
 - £15,001 to £25,000
 - £25,001 to £35,000
 - £35,001 or above
- Other income including benefits, tax credits, universal credit, rental income, pensions etc.
 - £5,000 or under
 - £5,001 to £15,000
 - £15,001 to £25,000
 - £25,001 to £35,000
 - £35,001 or above
- The combined income of your household (everyone you live with) from salary, self-employment and other household income *
 - £15,000 or under
 - £15,001 to £35,000
 - £35,001 to £55,000
 - £55,001 to £75,000
 - £75,001 to £95,000
 - £95,001 or above
- Please use this space to tell us more about your financial circumstances and why you need this bursary to support your training. *

Challenges to accessing or participating in craft

Not everyone has the same opportunities in life. This section is targeted to trainees who feel (or have felt) limited or face challenges accessing or participating in their chosen craft as a result of their background or being part of under-represented group in heritage crafts.

It is still the case that the UK craft sector does not accurately reflect the diversity of the UK as a whole and or equity in access to it, for this reason, we are taking positive action to target those under-represented or who may have been unfairly restricted in the heritage crafts sector.

We believe that the value of our craft heritage comes from the diversity of skills and traditions across all of our communities. We want everyone to feel included in heritage crafts.

- Do you feel that any of the following factors are or have been a barrier to you accessing and participating in craft? **Please note:** *even if none of these apply to you then you will still be considered on the basis of financial need.* Tick all that apply.
 - Socio-economic background / social class
 - Racial or ethnic background
 - The dominant gender identity within the craft is different from my own
 - Age
 - Geographical location
 - Educational background / educational level
 - Neuro-divergence
 - Learning difference
 - Disability
 - Long-term illness
 - Caring responsibilities
 - Lack of confidence in language skills
 - Lack of confidence in digital skills
 - Homelessness
 - Migration status
- Is there a factor missing from this list that you have found to be a barrier? Please share what that is here.
- Please share a short summary of how the factors you have selected above have impacted your ability to progress in your craft.

Your qualifications and experience

- Describe your heritage crafts experience (200 words max). If you have already trained, please include title of course or qualification, grade, organisation or business where training took place with dates. If you are new to craft training but feel that you have transferable skills and a passion for developing your skills, please tell us about it here. *
- Other qualifications. Please include title of course or qualification, grade, dates.
- Describe any other relevant experience either inside or outside the craft sector (250 words max). Salaried and/or voluntary – please include job title, dates, place of employment and a brief description of work undertaken. *

About the proposed training

- Who will provide the training? Select all those relevant. If you need help with finding a suitable trainer or course, please get in touch with tess@heritagecrafts.org.uk. *
 - An independent professional craftsperson
 - A crafts business
 - A retired craftsperson
 - A college, university or adult education centre
 - A specialist craft training provider
 - A craft guild, society or organisation
- How will the training be delivered? Select all those relevant. *

- Apprenticeship-style
- Informal one-to-one 'in the workshop'
- Full time course
- Part time course
- Evening class
- Who is/are the key person/people giving the training (including name, organisation/business, email and phone number)? This may be the craftsperson, tutor or course organiser (if multiple trainers, please include details for all). Heritage Crafts may contact them for more details. *
- Where will your training take place? (including address and postcode)? If you are training in multiple locations, please include details for all of them. *
- What date will you start the training/apprenticeship? *
- When do you expect to finish the training/apprenticeship? *
- How many hours per week will you be taught? *
- How many additional hours per week will you spend practising your craft? *
- Please give more details about your training/apprenticeship (250 words max). You might want to share why you have selected a specific trainer or training style. How will the training be structured to work around other commitments etc. *
- Explain why you need this training bursary (250 words max) *
- What are your plans for continuing your craft when this training/apprenticeship finishes (250 words max)? For example, will there be employment opportunities with your trainer? Do you plan to set up your own business? *
- How much do you wish to apply for (up to £4,000)? You may apply for funding to cover a major cost (e.g. payment to the training provider/s) and a number of smaller associated costs, including tools, travel/accommodation or materials (not more than 30% of the bursary total). Please note also that if the bursary will be used to pay the training provider, Heritage Crafts will ask the training provider to confirm your apprenticeship/training start date before the bursary funds are released. *
- Please give a breakdown of how the money will be used (specify individual items of expenditure and the costs associated with them). If you are asking for a part-contribution to your training, please include the full financial breakdown and highlight the elements that this bursary would support, and how you intend to intend to finance the rest. Please include delivery charges, VAT or other additional costs associated with purchases. *

Reference

Please give the details of someone who can provide a reference in support of your application. The referee could work for a craft organisation, or be a previous trainer/teacher. They should not be a family member or an individual you are planning on training with.

Heritage Crafts may contact the referee for further information, so please ensure they are aware you have included them in your application.

- First name *
- Last name *
- Organisation/business name (if applicable)
- Email address *
- Phone number
- Address including postcode *
- How do you know each other? *

Images

- Please upload four images of different examples of craft you have already made. Please provide the images as jpeg files, no larger than 1Mb per image. You can also upload PDF, spreadsheets or other supporting documents as needed. If you have any difficulties uploading your images, you can send them to tess@heritagecrafts.org.uk (you may need to use a free file transfer service such as WeTransfer).
- I own the copyright (or have authorisation from the copyright owner) and give permission for Heritage Crafts and funding partners to use the attached images in print and online. By clicking 'I agree' you are bound by these terms. *

Declaration

- If you are under 16 years old, a parent or guardian must complete the declaration below on your behalf.
- In the event of being offered a bursary:
 - I undertake to keep the Grants and Awards Officer fully and immediately informed of all developments connected with this project
 - I agree to use the bursary only for the purposes listed above
 - I will keep and forward to Heritage Crafts all receipts/proof of purchases for items and costs associated with this training bursary
 - I understand that I am liable for costs if accurate receipts are not supplied to Heritage Crafts for purchases made as part of the bursary
 - The bursary and all funds will be used within 12 months of the grant offer (unless otherwise agreed with Heritage Crafts)
 - I will share updates on progress of my training at key points
 - I will accept (by prior appointment) a visit from Heritage Crafts staff
 - I agree to images and testimonials shared being used by Heritage Crafts
 - I will cooperate (where possible) with any Heritage Crafts publicity requests
- I agree (I am the bursary applicant, aged 16 years old or over) / I agree on behalf of the bursary applicant (for those under 16 years old)
- Parent or guardian details. Name, contact number and address should be provided if completing the declaration on behalf of the applicant.