

Assisted Berth Scheme

**Group** Application Form

& Guidance Notes

**Assisted Berth Scheme Group Applications Guidance Notes**

The Assisted Berth Scheme (ABS) is a fund raised by OYT Scotland to help young people afford the fees to take part in a youth voyage. The ABS exists to help those young people who are most in need of financial assistance. The ABS is made up of a number of donations and grants from various public and private bodies. This fund is limited and the amount in it changes year on year, so some applications may not be successful. As a guide your application will be considered if you meet one of the following criteria:

* Your group or their Parent(s)/guardian receive low income benefits.
* Your group or their parent(s)/guardian are not in full time employment.
* Your group receive free School meals.
* Your group are in care or are looked after by a single parent or guardian.
* Your group are students in receipt of financial support.
* Your group are carers looking after siblings or parents/guardians.
* Your group require additional support needs

The above list is not exhaustive and applications will be considered should you feel your circumstances qualify you for a grant.

If you are unsure whether you qualify please contact us on 01475 722 722.

The following guidelines and rules should be followed by all applicants;

**When filling out the form please ensure you complete all details including:**

1. Your name, address, date of birth, telephone number and email address.
2. The voyage dates and boat name (this is available from our website or from our office).
3. The full voyage cost and how much financial assistance you wish to apply for (in £’s). (We are unable to fund the whole cost of the voyage).
4. Tell us about your group, about their circumstances and why they need financial assistance for their voyage fees.
5. Tell us what your group hope to gain from the voyage. This is your chance to tell us about your group and what the voyage will mean to them.
6. Tell us how your group will get the remainder of the voyage fee. This may be a contribution from a parent or guardian or from fundraising activities.

**Rules for applicants:**

1. Participants must be aged 12-24 years at the time of the voyage.
2. Applications must be completed on the ABS application form, signed, dated and posted to the OYTS office at or before the time of booking (applications submitted after a deposit has been paid may not be considered).
3. The application will be considered by OYT Scotland ABS Committee. Their decision on funding is final.
4. All applications will be considered on an equal basis.
5. Applicants will be advised of the outcome by phone, email or a letter.
6. The amount awarded will be deducted from the applicants berth fee. No money will be sent to the applicant.
7. Priority will be given to applicants resident in Scotland.
8. **Successful applicants are required to complete a report after their voyage so that OYTS can report to ABS funders on how their support is being used.**



Assisted Berth Scheme **Group** Application Form

Please tell us about your group (age range, background, additional support needs etc) and why you want to sail with Ocean Youth Trust Scotland.

How much financial assistance do you hope to receive from the ABS Scheme? (See guidance notes)

Voyage Dates:

Email:

Website:

Telephone:

Group Name (if any)

Contact name

Total Cost of Voyage:

Address

What amount will the young people contribute personally to the overall cost of the voyage?

If nothing, please detail reasons why.

Please tell us about your circumstances of your group and why they qualify for a grant?

OYT Scotland’s voyages present many opportunities for personal development. What do you hope will be the key outcomes for your group?

Amount:

Approved:

Date:

For Office Use Only

Date:

Print Name

Your Signature:

**I declare that the information furnished on this form is true and complete to the best of my knowledge and belief.**

**I agree to provide a short report within 2 weeks of my voyage ending.**

What skills do you to gain from the voyage?

OYT Scotland will fund part of the voyage cost. Please tell us how you intend to raise the rest of the cost.