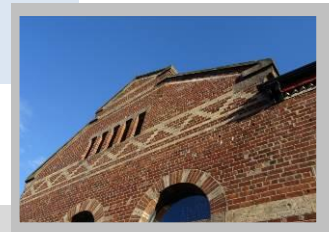


# The Crabtree Memorial Bursary



## The Crabtree Memorial Bursary

### ***How it all began.....***

Leeds Civic Trust was formed in 1965; at the time of its formation it received a generous endowment from Charles Crabtree and his family. To commemorate this, Leeds Civic Trust established the Crabtree Memorial Bursary. Now, following the 50<sup>th</sup> birthday celebrations of 2015, it has been decided to offer the bursary as part of our Awards and Grants programme.

### ***The purpose of the Bursary.....***

The purpose of the Bursary is twofold:-

- 1) To facilitate studies that encourage deeper understanding and wider appreciation of aspects of the city of Leeds and,
- 2) To use that deeper understanding and appreciation to further the aims and objectives of the Trust.

The objectives of Leeds Civic Trust are to:-

- Encourage high standards of design, architecture and town planning
- Stimulate interest in and care for the history and character of the city
- Encourage the improvement of features of public amenity
- Promote co-operation in the achievement of these objectives

### ***The Bursary itself.....***

The award of the Bursary in the sum of **£1000** is made by the Trust on the satisfactory completion of a study/research project relating to the city and in accordance with the objectives listed above. The Bursary is intended to assist with the costs of undertaking the study/research project.

### ***Who can apply.....***

The Bursary is available to anyone aged 18 or over living, working or studying in Leeds at the time of application.

### ***Are you interested? This is what you should do.....***

You should:-

- visit the Trust's website and download the submission form
- complete the submission form by outlining in **NO** more than 500 words the nature and scope of the proposed study and what form the final submission will take (see below for details)
- complete the form headed 'Background Details'
- send both forms to [office@leedscivictrust.org.uk](mailto:office@leedscivictrust.org.uk) or post to 17-19 Wharf Street, Leeds LS2 7EQ by **31 May 2017**.

### ***Some important information to note about submission.....***

- All submissions received will be acknowledged
- The Trust will take care of all materials submitted but will not be liable for any loss or damage
- Employees of Leeds Civic Trust or members of the Trust's Council are not eligible to apply
- The Trust is NOT responsible for any expenses incurred in the making of the submission

### ***The selection process.....***

The submissions will be considered by a panel of Trust members (the Supervisory Panel) and those short-listed will be invited for interview at the Trust's offices. The final decision will be notified to applicants by **30 June 2017**.

The successful applicant will be expected to undertake their study/research project in the period from **1 September 2017 - 31 August 2018** and submit their completed project to the Trust **NO LATER THAN 30 September 2018**. During the period of study, progress will be monitored by the Supervisory Panel. The Bursary will be awarded on successful completion of the study/research project. Please note that Leeds Civic Trust is NOT responsible for expenses incurred by the holder of the Crabtree Bursary.

### ***When the study/research project is completed it should be.....***

Presented in one of the following forms:-

- A typewritten document, in hardcopy and digital form, presenting the results, conclusions or recommendations arising from the study, or
- A visual display presenting the results, conclusions or recommendations arising from the study, or
- A combination of the above

### ***What happens then?.....***

The Bursary is intended to produce material suitable for use by the Trust in furtherance of its objectives therefore:

- All material submitted as part of the completed study will become the property of the Trust
- The copyright in all material submitted as part of the completed study will become the property of the Trust
- The publication or further use of the material will be at the Trust's discretion
- The final decision rests with Leeds Civic Trust in all matters relating to the Crabtree Memorial Bursary

### ***Any questions.....?***

Any questions about applying for the Bursary should be directed to the Trust at [office@leedscivictrust.org.uk](mailto:office@leedscivictrust.org.uk)

## The Crabtree Memorial Bursary Submission Form

Your name:.....

Your address:.....  
.....

Postcode.....

Your contact details:

*Telephone number*.....

*Email address* .....

Date of submission.....

In **no** more than 500 words please outline the nature and scope of your proposed study and the form the final submission will take and return, by post or email, to Leeds Civic Trust by **31 May 2017**.

## **Background Details**

**This form is about you. In order to assist us in the selection process please tell us about you!**

## Equal Opportunity Monitoring Form

The Equal Opportunity Policy of Leeds Civic Trust states we will not unjustifiably discriminate against candidates for jobs on the grounds of his or her age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including colour, nationality and ethnic origin), religion or belief, gender, and sexual orientation. In order that we can measure the impact of this policy, and continue to develop relevant personnel policies, would you please tick the appropriate boxes. The information on this page will not be taken into account in short listing or interviewing, but will be anonymised and used for regular internal review purposes.

<b>Name (optional):</b>	<b>Post Applied For:</b>
-------------------------	--------------------------

<b>Gender</b>
I identify my gender as: Male <input type="checkbox"/> Female <input type="checkbox"/> Prefer not to say <input type="checkbox"/>
Is your gender the same as registered at birth?: Yes <input type="checkbox"/> No <input type="checkbox"/> Prefer not to say <input type="checkbox"/>

Age (please tick): 16-24 <input type="checkbox"/> 25-34 <input type="checkbox"/> 35-44 <input type="checkbox"/> 45-54 <input type="checkbox"/> 55-64 <input type="checkbox"/> 65 or over <input type="checkbox"/>
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<b>Race</b>			
White – British <input type="checkbox"/>		White & Black Caribbean <input type="checkbox"/>	
White – Irish <input type="checkbox"/>		White & Black African <input type="checkbox"/>	
White – other background (please state).....	<input type="checkbox"/>	White & Asian <input type="checkbox"/>	
		Any other mixed background (please state).....	<input type="checkbox"/>
Indian <input type="checkbox"/>		Black Caribbean <input type="checkbox"/>	
Pakistani <input type="checkbox"/>		Black African <input type="checkbox"/>	
Bangladeshi <input type="checkbox"/>		Any other Black background (please state).....	<input type="checkbox"/>
Chinese <input type="checkbox"/>			
Any other Asian background (please state).....	<input type="checkbox"/>	Prefer not to say <input type="checkbox"/>	
Arab/Middle Eastern <input type="checkbox"/>			
Any other background (please state).....	<input type="checkbox"/>		

<b>Religion or belief</b>			
Buddhist <input type="checkbox"/>		Muslim <input type="checkbox"/>	
Hindu <input type="checkbox"/>		Sikh <input type="checkbox"/>	
Christian <input type="checkbox"/>		Any other religion or belief <input type="checkbox"/>	
Jewish <input type="checkbox"/>		None <input type="checkbox"/>	
		Prefer not to say <input type="checkbox"/>	

**Please turn over and complete the second page**

**Disability**

Do you consider yourself to be a person with a disability?    Yes  No

This includes people with long term health conditions. If you tell us you have a disability we will make reasonable adjustments to your work arrangements and at interview.

If you have answered yes please use this space to provide details if you wish:

**Sexual Orientation** How would you describe yourself?

Heterosexual/straight  Bisexual  Gay man  Gay woman/Lesbian  Prefer not to answer

**How did you hear about the vacancy?**

Leeds Civic Trust website  Direct. Gov. website  Other  (please state)

**Please return this form with your application to**  
**[office@leedscivictrust.org.uk](mailto:office@leedscivictrust.org.uk)**