



York Consortium for Craft and Conservation

Information for Bursary Applicants

Guidance for YCCC Bursary applicants

The Consortium's annual bursaries support training and skills in the conservation of built and artistic heritage and the craft skills vital for its preservation. We want to support the growth of a vibrant community of expert craftspeople and conservators for the future.

The bursaries offered are generally of two kinds:

- Up to £2000 to assist an individual craftsperson or conservator to train or extend their skills and/or knowledge,
- Up to £3000 to assist established businesses and organisations and experts in the heritage field to support an employee to develop their skills and experience.

Applications may be made between January and the end of March each year.

If you have questions about the application process, please contact the Bursary Officer (bursaries@conservationyork.org.uk).

Who can apply?

There are no restrictions on the fields of expertise in which applicants practise, provided they are heritage-related, but preference will be given to crafts, skills, and expertise which are judged to be in short supply.

We welcome applications regardless of race, gender, sexual orientation, religion, disability, or nationality and we encourage those with protected characteristics, under-represented in the craft and conservation sector, to apply. Applicants must demonstrate a commitment to practising their skills in the UK. Applicants from the Yorkshire region are particularly welcome to apply and considered favourably in shortlisting. Several Bursary awards are sponsored by York-based charities and reserved for applicants born, resident or working in the City of York and environs.

Applications are welcome from those who have applied to us in the past and been unsuccessful, and also from previous Bursary winners. It is unusual, however, for a Bursary to be awarded to the same individual in consecutive years.

What do we fund?

The Trustees are pleased to consider applications for assistance towards the following:

- a course of relevant vocational or academic study leading to a qualification;
- a placement for work experience or as an intern;
- attendance at a relevant conference or technical workshop;
- research expenses related to a course of study (e.g. travel or facilities for a Masters dissertation or thesis);
- tools or equipment for early career practitioners which are essential to advancing their professional practice or business.

Bursaries are offered for courses or activities which will start during the 12 months following the application round (i.e. June – May).

How to apply

Applications should be made using the online application form for either:

- an individual craftsperson or conservator ([click here to go to form](#))
- a business or organisations in the heritage field ([click here to go to form](#))

We advise that it is useful to review the whole form before starting the application, so that you can prepare material ahead of time and then copy and paste your responses into the form in a single session. If you have a Google (Gmail) account, you can save the application once you have started it, so you can come back with any additional information before submitting.

Applications from organisations should be drafted in conjunction with the employee who will benefit from the bursary, who will need to supply information about relevant qualifications, experience and their career plans.

Applicants are asked to send images to illustrate their work or previous experience (details are provided in the application form). These are really useful for the selection panel so good quality images are important.

You will be asked to provide an email address for a referee who knows you and / or your work.

We receive many more applications that we can support so framing a strong application is important. The Trustees' selection panel are looking for well-supported applications which:

- show a sustained and principled commitment to craft practice and/or heritage conservation
- reflect a good understanding of the specialist skills and creativity required in heritage conservation today
- make the case clearly for how the Consortium's support will make a material difference to advancing the applicant's experience, learning or professional practice.

Please be familiar with the [Terms and Conditions](#) that apply when accepting a Bursary.

When you have completed your application form, you will be invited to complete a Diversity and Equality Monitoring Form, to help us build a picture of the people we work with and support. It is entirely voluntary but your help with this is very much appreciated.

Application process

The **closing date for applications** is Sunday 31st March.

Shortlisting of applications takes place during April and May. Applicants from the York area will be selected for interview for the awards sponsored by York-based charities (York Merchant Taylors, York Conservation Trust, York Surveyors Club). Applicants will be notified of the outcome of their applications by the end of May.

The Trustees understand that many applicants will be making applications for financial support to a number of charities. If you are successful with other grant applications, to the extent that your costs are exceeded, we would expect that any Bursary awarded by the Consortium will be reduced

proportionately and a partial refund made to the Consortium. This is relatively unusual, but enables the Trustees to redirect this money to other deserving applicants.

Successful applicants will be invited to an **awards ceremony in York** (date to be confirmed) at the YCCC's annual meeting when Bursary certificates and cheques will be presented. Bursary payments may be made in advance if the costs of the course, travel, internship, etc. are due earlier, on application to the Bursary Officer.