



**THE UPHOLDERS CHARITY**

**BOB FOWLDS MEMORIAL**

**SCHOLARSHIP**

**Application criteria**

The Upholders Charity provides scholarships for students aged between 16 and 24 years and adults in financial need who are studying for an AMUSF qualification. The scholarship covers up to 50% of the cost of one stage of the AMUSF upholstery diploma qualification. More information on the AMUSF qualifications can be found by contacting one of the AMUSF Approved Training Centres: <https://amusf.org/amusf-approved-training-centres/>

**When to apply**

Scheme opens: 1<sup>st</sup> March 2023  
Closing date for applications: 30<sup>th</sup> June 2023

**Scholarship Eligibility**

Candidates need to meet one of the criteria below and be able to provide relevant documentary evidence to support their application. Applications without the correct supporting evidence will not be considered. Please ensure you have sought the permission of any third party before you provide any evidence which may include their personal data.

Scholarships are available to candidates who meet one of the following criteria:

<b>Criteria</b>	<b>Evidence Required</b>
Be between the ages of 16 to 24 years and a permanent resident in the UK	Copy of your birth certificate
In receipt of <b>Free School Meals</b>	Please provide a letter from your school/ college confirming you receive free school meals (local authority funded only).
In receipt of a <b>16 to 19 Bursary Education Maintenance Allowance (EMA)</b> in Scotland, Wales or Northern Ireland	Please provide an official award letter for academic year 2023-2024. We <u>do not</u> accept evidence that relates to scholarships/ bursaries at independent or fee-paying schools.
In receipt of <b>Income Support, Job Seeker's Allowance (JSA), Employment and Support Allowance (ESA)</b>	If you or a parent/guardian you live with are in receipt of one of these benefits, please provide an official award letter (all pages) from the UK Jobcentre Plus dated 2023. If it is your parent/guardian in receipt of JSA or ESA then it must be the income-based benefit (e.g. means tested) and not contribution-based

<b>Universal Credit</b>	If you or a parent/guardian you live with are in receipt of Universal Credit (income used to calculate the award must be less than £35,000) please provide a recent statement from 2023. We must be able to see the name of the claimant and address, the date, and the take-home pay for the period.
Live with a family member in receipt of <b>Working or Child Tax Credit</b> where the candidate is named on an award and the household income as stated on the award is less than £35K	Please provide an Award Letter for 2023. You must be named on the award and the household income used to calculate the award must be less than £35,000. Please ensure you provide both the pages that show this or your application will be rejected.
In receipt of or living with a parent/guardian in receipt of <b>Asylum Support</b>	Please provide an official award letter dated 2023. Please note that you will only be eligible to apply for this Scholarship if you legally have permission to work in the UK as at 1 <sup>st</sup> March 2023.

### How to apply

Applications must be made using the attached application form. The application form must be countersigned by an Approved AMUSF Training Centre.

The completed application form must be submitted by email to the Clerk at [clerk@upholders.co.uk](mailto:clerk@upholders.co.uk) by the close of business on 30<sup>th</sup> June 2023. Your application will be rejected if you do not provide a complete, countersigned application form with evidence of your eligibility to apply attached.

### What happens next

The Upholders Charity aims to process applications within 28 days of the closing date, and you will be notified of the outcome of your application by email.

Should your application be successful, you will receive a Letter of Award by email. This sets out the terms and conditions of the scholarship and your obligations as a recipient. Payment of the scholarship will be made directly to the AMUSF Training Centre. If you have paid the course fee directly to the AMUSF Training Centre, please state this in the application form.

If you have any questions about the scheme, the application form, or if you have not heard from The Upholders Charity with the outcome of your application and more than 28 days have passed since the closing date, please email the Clerk at [clerk@upholders.co.uk](mailto:clerk@upholders.co.uk).

An Upholders Charity Bob Fowlds Memorial Scholarship is awarded at the absolute discretion of the Trustees and may not be appealed. Feedback is not given to unsuccessful applicants.

If you are unsuccessful in your application this year, you may apply again next year.

**Important note: If you are successful in applying for a scholarship and subsequently fail to complete the course you may be required to pay back the monies you received.**



## THE UPHOLDERS CHARITY BOB FOWLDS MEMORIAL SCHOLARSHIP

### Application Form 2023

Instructions: please complete all parts of the application form and submit the form by email, together with your evidence of eligibility to: [clerk@upholders.co.uk](mailto:clerk@upholders.co.uk). Applications must be received before the closing date. Full details of the scheme are available on our website.

#### Your details

<b>Name</b>	
<b>Address</b>	
<b>Email address</b>	
<b>Telephone number</b>	
<b>Date of birth</b>	

#### AMUSF Approved Training Centre

<b>Name of centre</b>	
<b>Address</b>	
<b>Contact name</b>	
<b>Contact email address</b>	

#### Course information

<b>Course title</b>	
<b>Full cost of course</b>	

**Scholarship eligibility**

Please tick the appropriate box and attach evidence – please refer to the Scholarship Criteria attached for more details:

- Aged between 16 and 24 years
- Free School Meals
- 16 to 19 Bursary or Education Maintenance Allowance
- Income support, Job Seeker’s Allowance, Employment & Support Allowance
- Universal Credit
- Working or Child Tax Credit
- Asylum Support

**Your background**

Please explain why you are taking an AMUSF qualification: *Include any relevant experience, your career aspirations, hobbies, interests etc. Please continue on a separate sheet if necessary (max. 500 words).*

Do you have experience of this type of skill? If so, please give details

Are you attending this course as part of your normal employment and with your employer's consent? If so, please give details of your employer

### **Education**

Name of school, college, training organisation	From	To	Qualifications

### **Employment and Work experience**

*Please give a summary of employment to date together with the address of two most recent employers.*

Name & Address	Position Held	From	To

### **Contact Details of Referee:**

<b>Name</b>	
<b>Address</b>	
<b>Email address</b>	
<b>Telephone number</b>	

### **Applicant's declaration**

I confirm that the information given on this form is true and accurate.	
Print Name:	
Applicant's signature: <input type="text"/>	Date:

**AMUSF Training Provider's countersignature**

Signature:	Date:
Name:	
Position:	

**DATA PROTECTION**

By providing the information in this application form, you acknowledge and consent to The Upholders Charity processing your personal data in accordance with its Privacy Policy. Data collected from this application will or may be used for the following purposes:

- to assess your suitability for a scholarship;
- for the purpose of research;
- to send marketing information from The Upholders Charity or the Worshipful Company of Upholders

Your personal data may be shared with the following organisations:

- the Worshipful Company of Upholders;
- the Association of Master Upholsterers & Soft Furnishers; and
- any relevant Approved Training Centre.

The Upholders Charity will not sell, rent, trade or give away any personal information to third parties without first obtaining your consent. Please notify us in writing if you believe that any of the personal information that we hold about you is incorrect or incomplete or if you wish us to remove it.

Further details regarding how we collect, store and process your data can be found in our Privacy Policy on our website: <https://upholders.co.uk/>

**About the Upholders**

The Worshipful Company of Upholders is one of the ancient Livery Companies of the City of London and was formed on 1 March 1360. It received the grant of its Coat of Arms in 1465 in the reign of Edward IV, and its Royal Charter was granted by Charles 1 on 14 June 1626 and incorporated by a Royal Charter granted by King Charles II in 1626.

The term 'Upholder' is an archaic word for 'upholsterer'. In past times Upholders carried out not just the manufacture and sale of upholstered goods but were cabinet makers, undertakers, soft furnishers, auctioneers and valuers. It can trace its history back to the early days of the Craft Guilds in which were fostered the high quality of goods and the high standards of workmanship that have always been the pride of English industry.

Today the Company draws its membership from its traditional trades and from the present-day professional of the City. Its main purpose is to uphold the livery of the Worshipful Company of Upholders, ensuring it

continues to flourish, to uphold the craft of the Upholder and, through charitable giving, uphold individuals and organisations connected with our trade and livery.

### **About the Bob Fowlds Donation**

Bob Fowlds was the last surviving upholsterer of the family business A. V. Fowlds Limited. The family business had been active in the upholstery trade in South London and beyond for 150 years. When Bob died suddenly in 2020, his sister, Barbara, kindly agreed to make a substantial donation in memory of her brother, to the Upholders Charity to support the training of disadvantaged upholstery students. The Scholarship is funded through The Upholders Charity of the Worshipful Company of Upholders and a donation made by Barbara Fowlds.