



Ravensthorpe  
Hopetoun  
Future Fund

# Ravensthorpe Hopetoun Future Fund

BURSARY GUIDELINES

## ABOUT OUR BURSARIES

To acknowledge our diverse population and encourage excellence, the Ravensthorpe Hopetoun Future Fund will offer a number of Bursaries to local residents in a range of areas.

The Bursary categories include: Academic, Arts/Music and Sport. Specific terms and conditions around each Bursary are listed in this document.

To be considered for a Bursary all candidates must participate in an interview process which will be held in Ravensthorpe at a date to be confirmed.

Applicants must also complete a written application and submit supporting documentation as outlined in this document.

## BURSARIES ON OFFER IN 2020

The following Bursaries are on offer in the following categories:

- Academic (including boarding)
- Arts/Music
- Sport
- Life Skills (support programs / camps)

Please refer to the specific Bursary details for each individual category on offer.

## WHO CAN APPLY FOR A BURSARY?

To be eligible for a Bursary applicants must be a resident of the Ravensthorpe Shire. Conditions and criteria may vary between the different Bursary categories.

## HOW ARE BURSARIES AWARDED?

Academic Bursaries are awarded based on the quality of the application received including essay and referee letters of support and following the compulsory interview conducted by the Board in Ravensthorpe on a date yet to be set later in the year.

In all categories, shortlisted applicants will be invited to attend an interview with the Board of the Ravensthorpe Hopetoun Future Fund.

Bursaries are awarded at the discretion of the Board. The Board's decision is final.

Successful applicants will be notified by letter as soon as possible after the decisions have been made.

Bursary holders are expected provide a report at the end of the year.

## REQUIREMENTS OF ALL BURSARY APPLICANTS

The information below is relevant for all RHFF Bursary applicants. Please note that if you are applying for more than one Bursary category, there may be specific criteria that you will also need to meet.

Applicants must attend the Board interview held at the Shire of Ravensthorpe in mid-October. There will not be any opportunity to attend an interview at another time if this date does not suit you or circumstances prevent attendance on the day.

Applicants must provide the Board with supporting documentation, including copies of the applicant's most recent school reports, an essay expressing the reasons for and benefit to be gained from a bursary and a copy of referee letters in support of the application. Please note that the supporting documentation must be received by the Board no later than Wednesday 30<sup>th</sup> September 2020.

Applicants must attend the interview process to be held on site in Ravensthorpe at a date to be confirmed. If you are applying for more than one Bursary category, you will need to check the Bursary criteria for all applicable categories on the following pages.

## LODGING SUPPORTING DOCUMENTATION

Supporting documentation must be received at the Board care of Shire of Ravensthorpe no later than 4.00pm on Wednesday 30<sup>th</sup> September 2020.

Please post FULL application to:

Ravensthorpe Hopetoun Future Fund  
Shire of Ravensthorpe  
PO Box 43  
Ravensthorpe WA 6346

Or scan and email to:  
[rhff@ravensthorpe.wa.gov.au](mailto:rhff@ravensthorpe.wa.gov.au)

### PLEASE NOTE:

- Do not put your supporting documentation in a folder or binder.
- Only include copies of reports, awards and/or certificates – do not send originals.
- Applications will not be accepted unless submitted in FULL. Do not email or send single documents. Documents should be submitted as one package before the due date.
- All essays are to be handwritten, not typed.
- Interviews will be held October and November 2020.

## SPECIFIC BURSARY DETAILS

### ACADEMIC BURSARIES (INCLUDING BOARDING)

#### Who can apply for an Academic Bursary?

- Applicants can be either current students or a student who is not yet enrolled at a School/University/TAFE College.
- Applicants must be residents of the Shire of Ravensthorpe.
- Applicants must be entering Years 6 to 12 in 2020 (or a recognised tertiary institution).

#### Additional criteria for Academic Bursary applicants

Applicants may also submit additional documentation to support the application for an Academic Bursary. Supporting documentation must be received at the Shire no later than Wednesday 30<sup>th</sup> September 2020. Applications will not be accepted unless submitted in FULL.

### BOARDING BURSARY

#### Who can apply for a Boarding Bursary?

- Applicants can be either current students or a student who is not yet enrolled at a School/University/TAFE College
- Applicants must be Australian citizens or permanent residents of Australia.
- Applicants must be residents of the Shire of Ravensthorpe.
- Applicants must be entering Years 6 to 12 in 2020 (or a recognised tertiary institution) as boarders.
- **The Board will consider an application that includes a private rental component rather than a recognised college boarding facility**

#### Additional criteria for Boarding Bursary applicants

Applicants should provide, as part of their supporting documentation, an essay about what they most enjoy about boarding and how they contribute to the community of that School or institution. The essay should be between 500 and 1000 words and must be the applicant's ownwork.

Applicants may also submit any further documentation to support the application for a boarding bursary. Supporting documentation must be received at the School no later than Wednesday 30<sup>th</sup> September 2020. Applications will not be accepted unless submitted in FULL.

## ARTS/MUSIC BURSARIES

### Who can apply for an Arts/Music Bursary?

Applicants can be either current students of a recognised school or training program/course.

Applicants must be residents of the Shire of Ravensthorpe.

Applicants must have reached a minimum performance standard.

Additional criteria for Arts/Music Bursary applicants.

### Additional criteria for Arts/Music Bursary applicants

Applicants should provide, as part of their supporting documentation, copies of music or other appropriate certificates relevant to their activity.

All forms of art are eligible for application and consideration by the Board

The applicant must attend an interview with the Board.

Applicants may also submit any further documentation to support the application for an Arts/Music Bursary. Supporting documentation must be received at the School no later than Wednesday 30<sup>th</sup> September 2020. Applications will not be accepted unless submitted in FULL.

Please note that while some students may have high musical potential based on their performance in the past, it does not necessarily mean they will perform to that level on the day. The Music General Excellence Bursary Audition is designed to test the performance of students. The School has to use these test results as its main criteria for selection of students for the awarding of Arts/Music Bursaries.

Applicants will be contacted by the Board to arrange an appointment time for an interview. This will occur following the close of applications and review by the Board.

### Review of Music General Excellence Bursaries

Arts/Music Bursaries are subject to annual review by the Board. Each recipient's progress, performance and commitment throughout the year will be reviewed at the end of each year. Should a recipient's performance or commitment fall below reasonable expectations, the Bursary may be either reduced or withdrawn at the discretion of the Board.

Review criteria for Arts/Music Bursary applicants:

- Evaluation of progress of individual skills in the nominated field.
- Satisfactory progress.
- Commitment to ongoing improvement

## SPORTS BURSARIES

### Who can apply for a Sports Bursary?

Applicants can be either current students of a recognised school or training program/course.

Applicants must be residents of the Shire of Ravensthorpe.

Applicants must have reached a minimum performance standard.

Additional criteria for Sports Bursary applicants.

### Additional criteria for Arts/Music Bursary applicants

Applicants should provide, as part of their supporting documentation, copies of programmes, achievements or other appropriate certificates relevant to their activity.

All forms of sport are eligible for application and consideration by the Board

The applicant must attend an interview with the Board.

Applicants may also submit any further documentation to support the application for a Sports Bursary.

Supporting documentation must be received at the Shire of Ravensthorpe no later than 4.00pm

WEDNESDAY 30<sup>TH</sup> SEPTEMBER 2020.

**APPLICATIONS WILL NOT BE ACCEPTED UNLESS SUBMITTED IN FULL**

## RHFF BURSARY CONDITIONS

Please take into account the following conditions before applying:

- RHFF Bursaries are not transferable another person.
- RHFF Bursaries may include specialist uniforms or equipment, textbooks, or travel expenses to attend specialised training courses.
- Items of personal expenditure (for example, toiletries, casual clothes etc.) will not be included in the Bursary.
- All Bursary recipients must be resident of the Shire of Ravensthorpe.

The Board may consider providing a further year's Bursary but will be contingent upon the applicant's:

- Continued performance at a level deemed satisfactory by the Board.
- Continued participation and involvement in the nominated activity.
- Receipt of an acceptable report on achievements made during the year and a statement of finances including receipts shown how funds were expended.

The Board may terminate any Bursary at any time, where in its opinion, the terms of the award are not being met.

The Ravensthorpe Hopetoun Future Fund Board reserves the right not to award a Bursary if, in its opinion, no applicant is worthy of the award.

## RHFF BURSARY CHECKLIST

Please see below, a checklist of all support documentation required.

BURSARY TYPE	REQUIREMENTS
Academic	Mandatory Application Form Personal application essay Referee Letters Any other supporting documents, may include school reports
Music	Mandatory Application Form Personal application essay Referee Letters Any other supporting documents may include school reports / music certificates
Sport	Mandatory Application Form Personal application essay Referee Letters Any other supporting documents, may include school reports / letters of support
Life Skills	Mandatory Application Form Personal application essay Referee Letters Any other supporting documents, may include school Reports / letters of support



Supporting documentation must be received in full at the Shire Office no later than 4.00pm Wednesday 30<sup>th</sup> September 2020.

Preferred method is by email: [rhff@ravensthorpe.wa.gov.au](mailto:rhff@ravensthorpe.wa.gov.au)

or mail to: Ravensthorpe Hopetoun Future Fund  
c/- Shire of Ravensthorpe  
PO Box 43  
Ravensthorpe WA 6346

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