**Fitzwilliam College Charitable and Community Projects
Application Form**

Charitable Project Awards of up to £250 may be made in support of beneficial activities (normally without remuneration) undertaken by junior members of the College. If such an awards is supplementary to other sources of College funding, the total level of College funding is unlikely to be more than 50% of the project cost. Projects may be in Cambridge, in the UK or abroad; if support is sought for travel costs, the intended dates of travel must be included in the application form.

Junior Members remain eligible for such an award during the vacation immediately following the completion of their course of study. Activities forming part of a standard course (eg medical electives, or fieldwork) are generally not eligible.

**Completed forms should be returned the Tutorial Office**

**(**Tutorial.Anne@fitz.cam.ac.uk**)**

# STUDENT DETAILS

|  |  |
| --- | --- |
| Full Name |  |
| Email |  |
| Subject |  |
| Current Year of Study |  |
| Tutor |  |
| Director of Studies |  |
| Supervisor (for Grads) |  |

# PROJECT details

|  |  |
| --- | --- |
| Name of organization/charity |  |
| Destination country/city |  |
| Exact Dates of the Project |  |
| Statement of the benefits this project will bring to other people and any info on how you selected this organization/charity |  |
| Is the project related to your academic work – y/n? |  |

# PURPOSE of the project

# (up to 250 words)

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |
|  |  |  |  |

# financial details

|  |  |
| --- | --- |
|  Total Anticipated Costs (£) |  |
| Personal Funds Available |  |
| Please give details and the amount of any award/remuneration for doing this project (£) |  |
| Detailed Budget (flights, accommodation, travel involved, etc…) |  |
| If you were forced to choose less efficient ways to travel than you would have liked, briefly comment on the reasons below |  |

# declaration by applicant

|  |  |
| --- | --- |
| I declare that the information I have given is correct to the best of my knowledge. If it is discovered that I have knowingly given false information, I understand that I will be required to repay any funds I have received and may be subject to disciplinary action by the College.**Applicant Signature: Date:** |  |
| Data Protection:The personal data that you have supplied will be used for the purpose of administering this award. All data will be processed and stored in accordance with the Data Protection Act 2018. By completing this form you consent to the use of your personal data for these purposes. Please note your data may be shared with the University, in accordance with our standard agreement, but will not be passed on to any other Third Party unless you separately agree. If you are successful, the outcome of the award will be recorded on your CamSIS record. Otherwise, the personal data associated with this application will be deleted when it is no longer required. The College’s data protection policy is available at <https://www.fitz.cam.ac.uk/about/official-information/data-protection> |  |

**You must now obtain comments and signatures from your Tutor and Director of Studies**

# tutor’s recommendation and further comments

|  |  |
| --- | --- |
| **Tutor’s Signature: Date:** |  |

# director of studies’ recommendation and further comments

|  |  |
| --- | --- |
| **DoS’s Signature: Date:** |  |

**Please forward the completed form onto the Tutorial Office**

 **(****Tutorial.Anne@fitz.cam.ac.uk****)**