

Checklist before sending in your application

Please ensure that you have a:

Clear rent account for a minimum of 3 months

Please ensure that the application is:

For a post-secondary school course, run by a recognised educational institution

Made within 3 months of course start date

Don't forget to include the following information:

- social welfare payment receipts ✓
- bank statements ✓
- payslips (if in employment) ✓
- P60 (if in employment) ✓
- Registration cost ✓
- Course costs ✓
- Exam fees ✓
- Book/Materials costs ✓
- Transport costs ✓
- Childcare costs ✓
- Other (please specify) _____
- Other (please specify) _____
- Other (please specify) _____
- Other (please specify) _____
- Other (please specify) _____
- Other (please specify) _____

DECLARATION:

I confirm that I have given full and complete information in this application with regard to my income, other sources of funding for this course and I understand that I have to supply written evidence of income, course offer, course fee and outcome of applications for other sources of funding to HAIL before a decision will be reached on this application. I confirm that I will furnish results on successful completion of examination. I confirm that, once funded, if I fail to attend the course, the amount funded must be repaid.

Signed : _____

Date: _____



Please complete the application in full and send it back to our Head Office at:

HOUSING ASSOCIATION FOR INTEGRATED LIVING
Second Floor, Central Hotel
Chambers
7-9 Dame Court
Dublin 2, D02 X452

Tel: 01-671 8444
Email: info@hail.ie

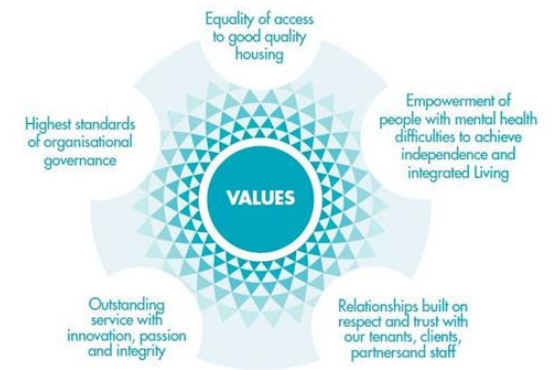
Education & Career Advancement Bursary Application

HAIL (*Housing Association for Integrated Living*) was founded in 1985 as a not-for-profit, Approved Housing Body. Our mission is to provide housing and individually tailored services to support people, primarily those with mental health difficulties, to integrate and live independent lives in the community.



HAIL has over 400 properties mainly in the greater Dublin area. Our vision is to be the provider of choice for housing and support for people with mental health difficulties, enabling them to achieve and sustain independent living in the community by having secure, quality, affordable accommodation with appropriate support services tailored to their needs.

This Bursary is a way for HAIL to give back to our tenant's and to promote independent living, recovery and life long goals that our tenant's want to achieve. We hope that this Bursary helps as many tenants as possible in their education and career paths.



Bursary Details

HAIL's Education & Career Advancement Bursary is a way which HAIL can give something back to our tenants and forms part of our Reward Scheme.

Eligibility

This is a means tested bursary and your circumstances will be assessed when you apply for the bursary; at the time of your application, you should provide your social welfare receipts, bank statements and payslips and a P60 for those in employment.

Please note that the bursary **cannot be awarded to tenants who have arrears on their rent account**. You should have had a clear rent account for a minimum of 3 months before your application can be accepted and you can only apply once every 2 years.

What the bursary covers

For eligible students, the grant is there to help with the various costs that might be associated with attending the course, including registration/course/exam fees, books/materials, transport and child-care. The **receipts should be made available at the time of applying for the bursary**.

Criteria

Any post-secondary school course, run by a recognised educational institution, will be considered, however, the course should be beneficial to the career development and future employment of the tenant.

Application

The application should be made within 3 months of the start of the course. A resident may avail of the bursary once per annum and can only apply once every 2 years. The amount available is decided on an individual basis, but is up to €1000 maximum, per academic year.

If you think you may be eligible for the bursary, you should make the application as soon as possible. Your eligibility can only be confirmed once the full application has been submitted. We process the applications twice a year - once in February and once in September.



How will this course relate to your involvement with HAIL and/or your Future Employment Prospects: *(again if you need more room please submit a letter to support your application):*

Applicant's Details



Personal Details	
NAME:	
ADDRESS:	
PHONE NO:	
CURRENT EDUCATIONAL LEVEL:	Please provide details of formal education to date:
Detail of Course for which application is being sought	
COURSE TITLE:	
COLLEGE/ INSTITUTION:	
COURSE DURATION:	
CURRENT YEAR OF COURSE:	
COURSE START DATE:	
COURSE FEE/EXPENSES	
PER YEAR :	€
IN TOTAL	€

Income (Please provide supporting documents)	
	€
WAGES:	
SOCIAL WELFARE:	
SUPPLEMENTARY WELFARE ALLOWANCE:	
MAINTENANCE:	
OTHER(S):	
INCOME OF SPOUSE/PARTNER	
NO. OF DEPENDENT CHILDREN:	

Outgoings (Please provide supporting documents)	
	€
RENT:	
CHILDCARE:	
OTHER (PLEASE SPECIFY):	

Funding From Other Sources		
Name of Funder	€ Applied For	Outcome

*** If you wish, please submit a letter to support your application**