**Growing Gifts in Wills Skills Study Tour Scholarship**
Application Form 2018

Australian Executor Trustees Ltd (AET) and Include a Charity offers six scholarships to Australian fundraisers who are an employee of an Include a Charity campaign supporter organisation.

The scholarship will allow the applicant to be part of the 2018 Growing Gifts in Wills Skills Study Tour to London from 7-11 October 2018. The tour is open to any fundraiser who has an interest in gifts in Wills and whose organisation is a Include a Charity campaign supporter, so please make sure you let all your colleagues know.

Scholarships will cover all in country expenses, including attendance fees to the UK’s Institute of Fundraising Legacy Fundraising Conference. Scholars will need to cover the cost of return flights to the UK and be provided with a week’s study leave from their organisation to attend. On return to Australia, scholars will be expected to share their learnings with the broader fundraising community.

One scholar will be awarded an additional Include a Charity scholarship at will cover their international flight.

Applications must include your resume and a supporting endorsement from your CEO or Head of Fundraising.

**Applications for the scholarship open on Wednesday 13 June 2018 and close at 5pm Wednesday 4 July 2018.**

**Please send your application and any supporting documentation to** **includeacharity@fia.org.au**

**Applications Close: Wednesday 4 July 5pm**

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| Applicant Details |
| First Name |  | Surname |  |
| Employment Details |
| Job Title  |  | Organisation  |  |
| Years in Fundraising  |  | Level in Organisation  | [ ] Entry-Level [ ] Mid-Level[ ] Senior-Level |
| Contact Information |
| Postal Address |  |
| Suburb & Postcode |  | State |  |
| Email Address |  |
| Contact Number |  | Mobile |  |
| Application Inclusions |
| Please complete the application questions on the following pages. Please tick here if you would like to apply for the additional Include a Charity scholarship. This covers return, economy flights from your home state to London as well as the full scholarship. ❑Please also provide a copy of the following documentation along with your application: (Attached)1. Current Resume ❑ (Attached)2. Letter of Support – from your CEO or Fundraising Director ❑ |
| Eligibility Requirements |
| 1. Applicants must be an employee of an Include a Charity supporter organisation for the financial year 2018/2019. * 2. Applicants must be able to commit to attending the study tour as per the dates set out in the terms and conditions.
* 4. Applicants must be able to commit to sharing their learnings after the study tour as per the terms and conditions.
* 5. Applicants must submit the completed Application Form along with their resume.
* 6. Applicants must also provide a suitable referee from their organisation (e.g. CEO or Head of Fundraising) who is happy to provide a Letter of Support.
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| Application Questions (please be as detailed as possible when responding) |
| 1. Tell us about your fundraising experience to date.
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| 1. Please describe your current fundraising role and indicate your key responsibilities.
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| 1. Indicate in detail your personal career goals for this year (2018).
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| Application Questions (please be as detailed as possible when responding) |
| 1. Indicate your personal career goals for the next three (3) to five (5) years.
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| 1. Why did you choose fundraising as a career?
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| 1. Why do you want to learn more about gifts in Wills fundraising?
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| 1. Describe your involvement with the Include a Charity and the fundraising sector
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| Application Questions (please be as detailed as possible when responding) |
| 1. What three things are you hoping to learn from the study tour?
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| 1. How would you share your learnings on return?
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| 1. What impact do you think this opportunity would have on you and your organisation?
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| 1. Tells us why the judges should award you the scholarship for your state?
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| Lodgement of Application | **Applications close: Wednesday 4 July 5pm** |
| Include a Charity – Fundraising Institute Australia |
| Email: includeacharity@fia.org.au Telephone: 1300 889 670Fax: 1300 889 671 |
| Conditions of Scholarship |
| * + 1. The scholarship covers the cost of the study tour only from Sunday 7 October (evening) until Thursday 11 October. Any other costs (such as travel expenses) to attend the tour must be met by the scholarship recipient (this includes cost of return flight to London)
		2. The scholarship must be undertaken in the specified time period. The tour cannot be deferred.
		3. Should you withdraw from the study tour for any reason prior to attendance, you will be required to pay a withdrawal fee of $1,000.
		4. The recipient agrees to submit a written report of their experience no later than 30 days following completion and agree to attend an event in their state to speak of their experience. This will become the property of FIA and may be used for promotional purposes.
		5. The recipient agrees to be profiled for marketing and promotion purposes. This may include, but is not limited to, providing photos and profile information for FIA’s website, newsletters, advertising, social media accounts (including Facebook and Twitter) and other marketing collateral. We also request (if you haven’t already) that you ‘like’ the FIA Facebook Page to keep up to date with FIA news.
		6. Include a Charity will offer one scholar an additional scholarship that will cover the recipients return, economy flight from their home state to London.
		7. The judge’s decision is final.
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| Applicant Declaration |
| 1. *I declare that the information provided in support of my application is true and correct.*
2. *I agree to submit a written summary of my experience and all relevant documentation, no later than 30 days following the completion of my course.*
3. *I agree to be profiled for marketing and promotion purposes. This may include, but is not limited to, providing photos and profile information for FIA’s website, newsletters, advertising, social media accounts (including Facebook and Twitter) and other marketing collateral.*

*5. If I fail to complete the study tour or withdraw for any reason, I agree to pay the withdrawal amount of $1,000 to FIA.*  |
| Name  |  | Date |  |
| Signed |  |
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| Letter of Support |
| First Name |  | Surname |  |
| Job Title  |  | Organisation  |  |
| Years in Fundraising  |  | Level in Organisation  | [ ]  Executive Level [ ]  Senior-Level |
| Contact Information |
| Email address |  |
| Mobile  |  |
| Work email address |  |
| **Referee Instructions:**Please detail below reasons you believe the applicant should be awarded the Growing Gifts in Wills Skills Scholarship for 2018 and how you would support them through this process. (Minimum 150 words) |
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