

Bursary Programme

Guidelines

Background

In championing women's advancement in the workplace, Women in Racing (WiR) maintains a Bursary Fund with the aim of supporting the further development and professional growth of its membership.

The funds for the programme are gathered through fundraising efforts by the WiR Committee and WiR membership.

Eligibility

The WiR Bursary Programme is open to all fully paid-up members of WiR. The awards are up to the value of £2,000. Each application shall be considered on a case-by-case basis on its merits. A member can be granted a maximum of one award every two calendar years.

How to apply

Applications may be submitted via the website here: [Application Form](#). See [Annex 1: WiR Bursary Application Process](#) for more information about what the application involves.

It is recommended that applications are submitted at least three (3) months prior to any planned expenditure. Examples of relevant application subjects may include:

- Accredited training, courses, or qualifications,
- Funding to support a particular project, initiative, or campaign,
- Funding to support development of a relevant asset (for example, a website),
- Funding for particular equipment to support career development (for example, specialist tack or software).

The Panel

A panel usually consisting of three (3) current WiR members makes up the Bursary Judging Panel. When an application is submitted, the WiR Chair shall appoint three (3) Panel members to the Panel for that application, ensuring Panel members do not have a conflict of interest.

Each case shall be considered on its own merits and measured against WiR Bursary objectives which can be found below. Decisions are made based on the evidence provided in the application process, and decisions are made by simple majority. Additional information and references may be requested by the Panel at their discretion. It is at the discretion of the Panel whether the amount awarded to successful applicants shall be the total amount requested, or a part of the amount requested or none at all and all decisions are final. The Panel shall recommend their decision to the WiR Committee for approval.

A minimum of five (5) members are appointed on an annual basis to be Panel members by the WiR Committee. Panel members shall each serve a term of two (2) years, and may be reappointed to serve a maximum of three terms, being six (6) years in total, in line with their committee term.

The applicant shall be informed of the Panel's decision in writing within three (3) working days of the decision having been taken.

Award process

Once an application is submitted, a member of the Judging Panel will contact the applicant via email or telephone to confirm receipt and offer dates for an interview to learn more about the candidate and their aims. This usually takes place online. Once this has taken place the Panel will evaluate the application fully and make a decision to be referred to the WiR Committee. Once this process is complete the applicant will be informed, usually by email whether their application has been successful or not.

Successful applicants shall have the agreed award amount paid directly to them, in line with their planned expenditure.

Successful applicants are required to provide the WiR Committee with relevant evidence of costs incurred related to the award before any award amount shall be paid. If the amount is for a course, proof of acceptance is required, for example.

Objectives

- Candidates must be a current WiR member
- Applicants should be actively working in the industry or trying to transition into the industry, with clear career objectives related to their application
- Each Bursary awarded should benefit the racing industry in the medium-to-long term, as well as the individual recipient
- Candidates should be able to demonstrate commitment to their chosen development field prior to their application
- Each candidate is actively encouraged to explore additional co-funding, employer support and other funding mechanisms and inform the Judging Panel accordingly
- Applicants should be prepared to support the bursary programme, should they be successful, through testimonials, Q&A and to act as an ambassador
- Applications will be viewed favourably if the applicant is part of the WiR Mentoring Programme.

Other criteria

Successful applicants agree to provide a report to the WiR Committee detailing the results of the award, and its impact on career progression. Successful applicants agree to support the promotion of the Bursary Fund, which may include providing information and a photograph for an article related to the award, or similar.

If you suspend or withdraw from the activity for which the award was made, you will have to repay the bursary award to the WiR Bursary Fund at the discretion of the WiR Committee.

If you have to retake the activity for any reason, you will not be automatically entitled to repeat bursary funding.

Any tax or other liabilities related to the receipt of the Bursary funding are the sole responsibility of the successful applicant.

Annex 1: WiR Bursary Application Process

