

## GUIDELINES AND NOTES ON FUNDING APPLICATIONS

### 1 THE FUND'S POLICY

- 1.1 ASIIP is a registered charity which was established
- a. To advance the knowledge, training and teaching of Individual Psychology, as a contemporary, innovative theoretical model and practice originating and so named by Alfred Adler.
  - b. To promote the mental and emotional health and well-being of the community within the UK by providing therapy and education, and by the provision of financial assistance, support, and practical advice.
- 1.2. It is the policy of ASIIP to encourage **members** to improve their skills and knowledge of Individual Psychology when working with clients and families by offering financial assistance for approved Adlerian courses.
- 1.3 It is the policy of ASIIP that grants are awarded to support the achievement of the improvement planning process as laid out in the current three year plan.

### 2 APPLICATIONS CONSIDERED FOR FUNDING

#### 2.1 The James Hemming Fund

A legacy from James Hemming has enabled us to offer bursaries and grants for specific purposes outlined in his bequest.

Funding is normally considered towards :

- a) Grants for projects which further our work with families
- b) Training which may include
  - Scholarships – for learning, short term financial support for a specific event on the basis of a 'return' e.g. article for newsletter, book review, research project, time given to support ASIIP events.
  - Bursaries- Adlerian Training at an ASIIP accredited Adlerian Training Centre or for specific Adlerian courses/summer schools.

- 2.2 Funding is only awarded to those individuals or organisations who are members of the Society.
- 2.3 Applications must meet the objects of the Society and further they must meet the targets of the Society's Three Year Plan current at the point of application. Copies will be made available on request.

- 2.4 Funding may be awarded for amounts from £250 and depend on a number of factors including :the purpose, the total funding requirement and the potential sources of other funds including, in some cases, matched funding.
- 2.5 Normally a one-off grant is awarded but exceptionally a new project may be funded over two or three years, subject to satisfactory reports of progress and the meeting of specific criteria.
- 2.6 Funding will be taken up within one year of the offer letter which will include conditions relating to the release of the money. Where these are not taken up within this period, applicants will have to reapply.
- 2.7 The following areas of work normally fall **within** the Fund’s policy:
- a. Training for Certificate and Diploma courses in Individual Psychology
  - b. Specific, short-term projects where it can be shown that the outcome can be of benefit to young people and families and/or to others working with young people and their families
  - c. The organisation and delivery of Summer schools, conferences, workshops, and training days and short courses to disseminate Adlerian principles.
  - d. Projects to promote mental and emotional health by using Individual Psychology as its core philosophy.
  - e. Training to improve the quality and standards of trainers in Individual Psychology
  - f. Supporting Accredited Adlerian Parenting programmes within the community.
  - g. Support for families wishing to attend any of the above b. c. and f. criteria.
  - h. The publication of Adlerian texts by ASIIP to increase the breadth of knowledge of Individual Psychology

### 3 HOW TO APPLY

- 3.1 Applications are to be made in writing on the appropriate **application form**. Please note any additional instructions on the form.
- 3.2 Applications will only be considered from members or member organisations
- 3.3 All applications to the Fund may be subject to independent review and only approved in the final instance by a majority vote at the next Council meeting.
- 3.4 Where a specific project is funded, successful applicants will be asked to submit a written report, on completion of the project for inclusion on the ASIIP website and/or in the Newsletter.
- 3.5. In the spirit of Adlerian philosophy ASIIP will normally ask for contributions to be made by recipients of any funding. These contributions are not necessarily financial and will be

discussed with the applicant in advance of the funding being awarded. (see the Application Form)

- 3.6 A second application from a member or organisation will **not** normally be considered for a **period of at least two years** after completion of an initial grant or notification of an unsuccessful application, unless it is a renewal application for an existing grant (see 2.4 above). In addition:
- Applicants applying for an Adlerian course must reapply annually.
  - Applicants for external training must provide details of the full programme.
  - On completion of a bursary supported training a 2 year gap is required before a further bursary application can be considered.
- 3.7 Meetings of the Trustees are usually held in the Spring, Summer and Autumn of each year. Applications must therefore be submitted no later **than 6 weeks prior to the next meeting** for consideration at that meeting. Dates can be obtained from the Administrator.
- 3.8 The annual amount that is available fund may be distributed among several applicants so only request the amount that is needed.
- 3.9 **The Council is looking to make the award of funding to the applicants they feel most deserving. The criterion for this is financial need, i.e. whether or not the funding will enable somebody, who otherwise would not be able to take up their place, or proceed with a project without the funding.**

## 4 HEALTH AND SAFETY ISSUES

When making applications for a grant for the purpose of employing/training individuals Training Organisations are required to show evidence of their health and safety policies at work. They agree in all respects to comply with their obligations under Health and Safety legislation currently in force.

When making applications for the purposes of sponsorship or arranging an employment or training placement for an individual, Training Organisations are required to take all necessary steps for securing the health, safety and welfare of the said individual. This should at least equal that of an employer who is required by law to adhere to relevant legislation including any associated approved codes of practice in force for the duration of the activity described in the application.

The Trustees of ASIIP specifically disclaim and accept no responsibility for any claim arising out of or incidental to the completion of projects by recipients of grants and it is a condition of any award that this is accepted.

Applications for grants should be accompanied by copies of any relevant Liability Insurance in place on behalf of the applicant or organisation concerned.