

HELEN BENSON AWARDS



New Zealand Federation of Graduate Women Otago Branch Whakaminenga Wahine o Aotearoa kua whiwhi Tohu

Information for Applicants

The Otago Branch of the New Zealand Federation of Graduate Women offers awards of up to \$1,500 to **non-graduate** women residing in Otago/Southland who wish to take or to complete a project or short course.

The awards are designed to assist applicants to take up paid or unpaid work in the community or to develop new skills or interests.

Applicants must **not** have been in full-time **paid** employment for at least two years prior to the date of application.

Details of the project or course (including the **course name** and the course provider) and the way in which an award would be of assistance, must be provided.

The money need not be used directly for the project or course (e.g. fees) but it may be used to cover indirect expenses incurred (e.g. travel costs, child care, books, equipment etc.).

Applicants must arrange for two referees to send references on the official Referee's Form, to the address below by the closing date.

Referees must **not** be partners or relatives of the applicant or committee members of NZFGW (Otago Branch).

Current application forms are available from: <http://fgw.org.nz/otago-awards-grants>

or by writing to the address below.

Completed application forms should be returned to:

**The Convenor, Helen Benson Selection Panel,
NZFGW (Otago Branch)
P.O.Box 6334
DUNEDIN 9059**

Closing Date 15th October



New Zealand Federation of Graduate Women
Otago Branch
Whakaminenga Wahine o Aotearoa kua whiwhi Tohu

Helen Benson Award

Application Form

1. Name in full: Family Name:
Given Names:
2. Postal address including postcode:
.....
3. Telephone number and email address:
4. Date of birth:
5. Number of dependants (including ages):.....
.....
.....
6. Are you just starting this project/course or is it partly completed?.....
.....
.....
7. Estimation of independent personal income in the next 12 months:
8. If you will not be receiving your own independent income, please state the source of your financial support during the proposed project or course:
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.....
9. Please outline your previous work experience and any courses or qualifications you have completed. Continue on a separate sheet if necessary:
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11. List any grants, awards or scholarships you have received in the past:

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12. Please describe your reasons for undertaking your proposed project or course:

.....
.....

13. Approximate completion date of your project or course:

14. Please specify the expenditure needed to undertake the proposed project or short course (**attach quotes where applicable**):

ITEM(S)	COST (\$)
TOTAL:	

15. Amount of money requested as a Helen Benson Award:

16. Have you applied for other sources of funding for this project or course? YES/NO
If YES, please give details, including the amount that you have applied for and the outcome/amount received:

.....
.....

17. Please provide any further details that you feel the Helen Benson Selection Panel should be aware of when considering your application:

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.....

Signature of applicant: Date:



**New Zealand Federation of Graduate Women
Otago Branch
Whakaminenga Wahine o Aotearoa kua whiwhi Tohu**

Helen Benson Award

Referee's Form

1. Name in full: Family Name:
Given Names:
 2. Postal address including postcode:
.....
 3. Proposed project or short course:.....
.....
 4. Name of referee (please print):
 5. Postal address of referee including postcode:
.....
 6. Telephone number and email address of referee:
 7. How long have you known the applicant?
 8. In what capacity do you know the applicant?
.....
 9. Please give your assessment of the applicant's ability to undertake and complete the proposed project or course:
.....
.....
 10. Please provide any further details that you feel the Helen Benson committee should be aware of when considering this application:
.....
.....
- Signature of referee: Date:

Applicants must ensure that references on the official forms are posted to The Convenor, Helen Benson Selection Panel, NZFGW (Otago Branch), P.O.Box 6334, DUNEDIN 9059 by the closing date of 15 October.



New Zealand Federation of Graduate Women
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Whakaminenga Wahine o Aotearoa kua whiwhi Tohu

Helen Benson Award

Referee's Form

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- Signature of referee: Date: