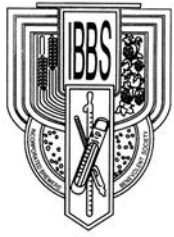


# Incorporated Brewers Benevolent Society



## Educational Bursary Scheme

### RULES

#### 1. Name of Bursary

This programme of educational bursaries will be known as the IBBS Educational Bursary Scheme (the "**Scheme**"). The Scheme will be administered by the IBBS Educational Bursary Scheme Committee of Management (the "**Committee**").

#### 2. Object of Scheme

The object of the Scheme is to support eligible students in gaining professional qualifications in the brewing and distilling industry. This object and all awards made under the Scheme will be consistent with Rule 3 (Objects) of the Rules of the IBBS:

*"The Society is established for the benevolent or charitable purpose of providing by voluntary contributions primarily for the relief or maintenance of any persons employed or formerly employed in the brewing or distilling profession in the United Kingdom or Eire and the dependants of such persons provided that in each case the Committee of the Society shall be satisfied that financial hardship exists."*

#### 3. Management of Scheme

##### a. Eligibility

All applicants must be studying for a recognised brewing or distilling professional qualification. Recognition is by agreement of the Committee and a list of applicable courses will be provided.

Persons currently employed in the brewing and distilling industries will be required to establish their professional status or aspirations. It is expected that applicants will be members or student members of the Institute of Brewing and Distilling (IBD) as this demonstrates the professional status of the applicant, but will not be deemed exclusive.

Applicants will only be considered for support if the Committee is satisfied that financial hardship exists and the applicant would not otherwise be able reasonably to afford the course of study. Applicants are asked to complete a short means-testing questionnaire as part of the application form.

##### b. Scope of Bursary

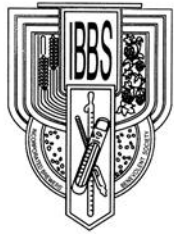
The Bursary will be for recognised professional training and qualifications provided by institutions or bodies on the IBBS recognised training list provided.

##### c. Location

The Bursary Scheme, as per the IBBS Rules, applies to professional training and examinations establishments as per the IBBS approved list situated in the UK and Ireland only.



# Incorporated Brewers Benevolent Society



## Educational Bursary Scheme

### **4. Application for Bursary**

Application will be to the IBBS by the approved form. The form should be countersigned by a person responsible for the education or training of the applicant – e.g. Brewing Company Director or Mentor.

### **5. Bursary Value**

The value of the Bursary will be determined according to the current IBBS Guidelines. For the purpose of this Scheme, a simple formula will be operated.

This will take into account earnings from employment, expenditure of rent/mortgage and other expenses at the Committee's discretion. The Committee may require further information on an individual's financial circumstances at any time and where significant changes in an individual's circumstances occur before or during the course of study in respect of which a Bursary has been awarded, the Committee reserves the right to vary the award. The Committee's decision is final.

### **6. Payment of Bursary**

All Awards will be paid direct to the relevant training/examination body and not to the individual. In exceptional circumstances retrospective Awards can be made. Additional assistance with travel and accommodation may be possible and applied for. These will be paid direct to the applicant.

### **7. Repayment of Bursary**

Applicants will be liable to repay in full or part the Bursary if without good reason the applicant does not complete the training or take any required examination(s). Should it become apparent that a course will not be completed, the applicant must inform the Committee immediately of this fact and the reason why the training course is not being completed and the Committee will make a decision as to whether and how much of the Award should be repaid, in discussion with the training provider if necessary. The Committee's decision is final.

### **8. Review by Committee**

Applications will be reviewed by the Committee on a quarterly basis. Where urgent cases are reviewed and need action, the Chairman, Vice-Chairman and Secretary may take a positive decision, but these cases MUST satisfy the criteria noted above. In case of doubt, the decision must be delayed to a quarterly meeting of the Committee. The decision of the Committee is final.

### **9. Accounts**

All costs and administration will be taken within the IBBS accounts as the bursaries will be consistent with the IBBS Objects.

### **10. Changes to Scheme**

The Committee may alter the Scheme at any time but will aim to honour all previous commitments as long as funds allow.