

# Guidance and Application Form

The BOSS Business Supplies Charity awards Future Fund Grants to help support individuals looking to progress their career within the business supplies industry. To qualify, a minimum of 2 years working within the industry is required. These grants, of up to £750, per person are available to individuals who work, or have recently worked, in the business supplies industry, who may need financial support for professional development to further their careers at this time. Grants should be used to help develop the recipient's skillset within the sector. The money should be used to purchase products and services external to the company they work for.

## **Entrants are required to submit:**

A 500-word essay or a 5-minute video explaining why they should receive a Future Fund grant. Entrants are to explain what they would use the money for and how this would help them develop their career in the industry.

The exact amount they are requesting and whether they have already asked their employer (if working) to fund this.

2 references from colleagues in the industry supporting their application, explaining why they think the applicant should receive the grant.

**Please return the completed application form using the details below.**

# Future Fund Grant Application Form

## Applicant details

First name  Last name  Title

Company Name

(If not currently working, please give relevant former employer)

Please state how long you have worked in the business supplies industry

Please explain what you would use the grant for and how it would help your career in the industry

(continue on another sheet of paper if required).

Please explain why you are looking for external funding (continue on another sheet of paper if required).

Please state the exact amount of the course/item you are applying for (receipts will be requested).

Please state how much you are applying for (receipts will be requested)

Have you asked your employer to fund this?

If so, please give details of how they are supporting you. If not, in confidence, please tell us why you have not done so.

**Please include 2 references from colleagues in the industry, who support your application.**