

OPPENHEIM-JOHN DOWNES MEMORIAL TRUST  
(Registered charity number 278844)

**APPLICATION FOR AN AWARD (TO BE RETURNED BY 6th OCTOBER 2018)**  
(Please write clearly in black ink)

**PERSONAL DETAILS**

Title	
First Name	
Surname	
Telephone Number	
Email address	
Full Postal Address	
Date of Birth <i>(please note you must be at least 30 years old on 1 December this year in order to be eligible to apply)</i>	
Place of Birth <i>(please note that only British subjects born in England, Scotland, Wales, Northern Ireland, the Channel Islands or the Isle of Man are eligible to apply)</i>	
Nationality at Birth <i>(please attach a photocopy of your passport)</i> <b>Note 1</b>	

**PRINCIPAL AREA OF ARTISTIC PRACTICE – PLEASE TICK ONE ONLY**

	Visual Arts - Painting and/or Printmaking
	Visual Arts – Photography
	Visual Arts - Sculpture
	Visual Arts – Other media
	Crafts (including ceramics, glass, textiles and work in other media)
	Music (musicians, composers and conductors)
	Design (including fashion and product design/innovation)
	Performing arts (actors, dancers and individual performance artists of any other kind)
	Creative writing (poets, novelists, librettists and creative writers of any other kind)
	Film and digital media
	Architecture and Cultural Heritage/Conservation

**ABOUT YOUR ARTISTIC PRACTICE**

Please provide a CV and/or summary of your artistic training and achievements to date in your chosen field of work. *Please note that if you are attaching a CV this must not be more than three A4 pages long.*

**PURPOSE FOR WHICH AWARD IS REQUIRED (please be as specific as possible)**

*If you are applying for an award as a contribution towards fees, materials or travel expenses relating to a higher education qualification you must provide a supporting statement from your place of study. See **Note 2** for further details.*

**AMOUNT REQUESTED**

*Please note that individual awards made by the Trust are typically for less than £1,000. Finite resources and an excess of deserving applications may mean that the Trustees award a lesser sum than the amount requested.*

£

**OTHER FUNDING ALREADY SECURED**

*Please provide details of any other funding awards or income already secured in connection with the purpose stated above.*

**SOURCES OF INCOME**

Please provide details of your current employment status and any other regular sources of income.

**GROSS ANNUAL INCOME**

Please specify your gross income, including any supplementary benefit (before tax and other deductions) for the last calendar year.

£

**WHERE DID YOU HEAR ABOUT THE OPPENHEIM-JOHN DOWNES MEMORIAL TRUST?**

Have you previously received an award from the Trust? (if yes, state the year/s in which it was received and amount of the award)

Year:	Amount: £
Year:	Amount: £
Year:	Amount: £

**REFEREES:**

Please supply two persons other than relatives that can be contacted as referees in the event that your application is shortlisted for an award.

NAME: ..... NAME:.....

ADDRESS: ..... ADDRESS:.....

.....

.....

Tel. No: ..... Tel. No: .....

E-mail address: ..... E-mail address: .....

Occupation..... Occupation: .....



**APPLICATION CHECKLIST**

Please ensure that you have included the following enclosures with your completed application form:

	<b>Copy of Passport - required</b>
	<b>CV</b> (maximum 3 pages; printed on one side only please) - <i>optional</i>
	<b>Supporting letter from your college or university</b> – <i>required for educational awards in support of course fees, materials or travel only</i>
	<b>Stamped addressed envelope</b> – <i>required</i>

**SIGNATURE OF APPLICANT:** ..... **DATE:** .....

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When completed please send this form by post to:

**The Trustees  
25 Melrosegate  
Heworth  
York  
YO31 0RL**

PLEASE DO NOT enclose examples of work with this application.

**NOTES TO THE APPLICATION FORM:**

**(1)** This information is essential to enable the Trustees to ensure the applicant meets the Conditions laid down by the Trust (see above). A copy of your passport confirming your place of birth must be provided.

**(2)** Applications for educational awards as a contribution towards course fees, materials or travel costs must be supported by a letter from the university/college concerned, confirming:

- That the applicant has a place and also agreed funding from elsewhere to cover any balance of cash needed, and/or
- That the applicant requires the particular materials/equipment or travel for which a grant is requested.
- That the applicant has started the course. If the application is submitted before the course start this confirmation can be provided separately as an addendum to the application.

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**PLEASE DO NOT RETURN THIS SECTION**

Background to the Trust:

The Trust was established under the Will of Mrs Geraldine Elsie Downes on her death in December 1969. Mrs Downes named the Trust in memory of her father E. Phillips Oppenheim, the author, and her son, John Downes. Each year the Trustees distribute the income of the Trust in the form of awards.

Awards

The awards may be made to deserving artists of any kind whether writers, painters, sculptors, musicians, dancers, actors, craftsmen or artists of any comparable nature or description who are unable effectively to pursue their vocation by reason of their poverty.

Eligibility criteria

The Trustees are limited by the terms of the Trust to making awards only to persons who fulfil the following criteria:-

1. Over 30 years of age on December 1<sup>st</sup> in the year in which the application is made and
2. Be British Subjects born within Great Britain, Northern Ireland, the Channel Islands or the Isle of Man.

It was Mrs Downes' particular intention to benefit persons who believe in life after death but the making of awards is not restricted to such persons.

Guidelines to making applications

Applications for an award will be considered by the Trustees after a written application has been made on the attached form. Completed application forms must be received by the Trustees by OCTOBER 6<sup>th</sup> and no applications received after that date will be considered for an award in that year. It is the applicant's responsibility to ensure that the application is received by the Trust before the closing date. The Trustees and their advisers will then consider the qualifying applications and make such further enquiries as they deem appropriate.

- There must be no more than 3 supporting pages to the application form
- Completed applications will be photocopied in a run and circulated amongst the Trustees. Please, therefore, do not provide any papers with double-sided text or graphics
- Receipt of completed applications will not be acknowledged
- All applicants should include a stamped addressed return envelope which will be used to notify you of the outcome of your application

The Trustees will aim to make the awards during the first half of December and successful applicants will be notified by post shortly thereafter. The Trustees require successful applicants to confirm in writing, by the end of September in the year following receipt of the award, how the award was used and what success, if any, had followed from it.

No examples of an applicant's work should be forwarded with the Application Form and no correspondence regarding the Trustees' decision can be entered into with applicants.