



Dear parent(s)/guardian(s),

Thank you for completing part two of your Israel Tour 2019 application form. You have indicated that you wish to be considered for financial assistance.

This email outlines the different forms of financial assistance available for FZY Israel Tour. It also explains the eligibility criteria and the process. If you still have any questions after reading this email, I would be glad to receive any questions or queries by phone or by email. This will be treated in confidence.

Who provides financial assistance?

There are two organisations that provide financial assistance for parents and guardians of applicants to FZY Israel Tour: UJIA and FZY. In both cases, financial assistance is awarded confidentially, and decisions are made by independent committees who have access to an anonymised copy only of your application for financial assistance.

What financial assistance is available?

Parents and guardians of FZY Israel Tour applicants may apply for both of the following options.

1. Bursary support

Bursaries are awarded by a bursary committee at UJIA and separately by an independent committee at FZY. If you fill out the UJIA form for financial assistance, you will automatically be considered for financial assistance by both bursary funds.

2. Instalment plan

This allows the parent or guardian to pay via a long-term instalment plan. This must be paid off in full before the start of the programme in August 2019.

Am I eligible to apply for a bursary?

All Israel Tour parents/guardians are able to apply to the FZY bursary fund. In order to apply, applicants need to complete the UJIA form for financial assistance.

You are able to apply for **UJIA hardship funding** (which can cover up to 95% of the cost of Israel Tour) if you receive certain benefits. These benefits could include any of the following:

- Child Tax Credit
- Working Tax Credit
- Universal Credit
- Housing Benefit
- Free School Meals.

You are able to apply for **UJIA exceptional circumstances funding** (which can cover up to 75% of the cost of Israel Tour) if there are exceptional circumstances, **and** if your combined household income does not exceed £75,000 per annum. Mitigating, unusual or exceptional circumstances can include (but are not limited to):

- A recent illness affecting income
- Large debts affecting the family budget

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- You are a guardian for foster children
- There are other, difficult family circumstances.

Am I eligible to apply for an instalment plan?

You are able to apply for the UJIA interest-free loan (which can covers up to 60% of the cost of Israel Tour) if your combined household income does not exceed £90,000 per annum. The UJIA interest free-loan has the following terms and conditions:

- The instalment plan is in the form of an interest-free loan but you will not be subject to a credit check,
- The loan is to be repaid to the UJIA in 10 equal monthly instalments starting from acceptance for a loan,
- Repayments are to be made by direct debit,
- There is no interest or administration fee charged,
- The UJIA will take into consideration the affordability of loan repayments in conjunction with FZY if we are or intend to make a similar payment arrangement with you,
- The UJIA will ask you to make a voluntary donation at the end of your loan agreement towards the UJIA loan fund, in order to help other families next year. This is completely voluntary and not a requirement,
- The UJIA may ask your school for a reference with regard to attendance and behaviour of the participant.

All Israel Tour parents/guardians are eligible to apply for the FZY instalment plan. We ask that FZY instalment plans are repaid in full before the start of the programme.

What information will I need to provide to apply for a bursary?

For all bursaries, you will need to complete the UJIA form for financial assistance.

For UJIA hardship funding, you will need to provide the following information for all Parents/Guardians in the household in which the participant is living for 50% or more of any month in the current academic year:

- Current award letter from HMRC or local authority as evidence of the benefits being received and the amount of the award,
- Proof of identity of the parent/guardian receiving the benefits (such as a picture/scan of driving license or passport),
- A detailed breakdown of your monthly expenditure,
- Proof of address of the parent/guardian (such as a utility bill or bank statement which is different from your award letter and less than 3 months old),
- The UJIA will also require a short personal statement from the participant detailing their reason for wanting to go on tour and to provide us with other information about themselves (such as youth movement affiliation to date, hobbies etc.),
- Finally, the UJIA may ask your school for a reference with regard to attendance and behaviour of the participant.

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For UJIA exceptional circumstances funding, you will need to provide the following for all Parents/Guardians in the household in which the participant is living for 50% or more of any month in the current academic year:

- Your last tax return or P60,
- Your last 3 months payslips and/or dividend vouchers,
- Proof of identity of the parent/guardian (such as a picture/scan of driving license or passport),
- Proof of address of the parent/guardian (such as a utility bill or bank statement less than 3 months old),
- A detailed breakdown of your monthly expenditure,
- A short personal statement explaining the reason you are applying for financial assistance (such as recent medical complications affecting work or large debts),
- The UJIA will also require a short personal statement from the participant detailing their reason for wanting to go on tour and to provide us with other information about themselves (such as youth movement affiliation to date, hobbies etc.),
- Finally, the UJIA may ask your school for a reference with regard to attendance and behaviour of the participant.

What information will I need to provide to apply for an instalment plan?

To apply for the UJIA instalment plan, which is in the form of an interest-free loan, you will need to complete the UJIA form for financial assistance. You will also need to provide the following for all Parents/Guardians in the household in which the participant is living for 50% or more of any month in the current academic year:

- Your last tax return or P60,
- Your last 3 months payslips and/or dividend vouchers,
- Proof of identity of the parent/guardian (such as a picture/scan of driving license or passport),
- Proof of address of the parent/guardian (such as a utility bill or bank statement less than 3 months old).

If you do not wish to complete a UJIA form for financial assistance, please contact FZY via email or via telephone in order to discuss instalment plans directly.

How do I fill out the UJIA form for financial assistance?

Please complete your application form online via this link

<https://ujia.org/iebursary/>

by the deadline of midnight, **Monday 4th February 2019.**

Confidentiality and further information

All applications and their contents are treated in the strictest confidence. The only people who are aware of submissions for financial assistance at the FZY Office are myself, Naomi Bloomer (Office Manager), and Ruth Jakes (Marketing and Communications Coordinator). The FZY bookkeeper is also aware of names and amounts to be repaid for those choosing to take an FZY instalment plan. The FZY Movement Workers have no involvement whatsoever in the financial assistance processes. Please ensure that any and all correspondence regarding bursaries goes to myself, Naomi Bloomer, at office@fzy.org.uk. Please do let me know if I can be of any further assistance.

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