

**CONFIDENTIAL**

**APPLICATION FORM**

**LOCAL GOVERNMENT LEGAL SOCIETY TRUST FUND**

**Introduction**

**The Local Government Legal Society Trust** provides sponsorship and grants towards the fees of solicitors and trainees undertaking training courses to enhance their skills and broaden their experiences relevant to an applicant’s local government work.

**Application Categories:**

Applications are encouraged, but not limited to, the Local Government Diploma, the Solicitors Qualifying Examination, courses and conferences organised by recognised training providers, including, but not limited to LLG and the Law Society.

Applications must be submitted prior to the course commencing.

**Considerations**: In determining Applications the Trustees will take into consideration the following matters:

* the extent of support available from the Applicant’s employer and/or the Applicant;
* the extent to which the Applicant demonstrates commitment to a career employed in local government carrying out legal work, having regard to their past career record and their future career plans;
* priority will be given to a course of study leading to a recognised qualification that meets the Trust’s objectives; and
* the need, in the interests of fairness, to limit applications, where the numbers of applications from a local authority are excessive.

Any decision to award a bursary is solely at the discretion of the Trustees.

Please complete the details below and return your application together with

supporting documents.

Thank you.

1. **Details Required:**

|  |  |
| --- | --- |
| Full Name: |  |
| Your Current Post: |  |
| Date of Commencement in Current Post: |  |
| Name of Current Employer: |  |
| Date of Commencement of Employment with Current Employer: |  |
| Your Email Address: |  |
| Your Work Phone Number: |  |
| Your Date of Admission to the Roll of Solicitors: |  |
| Your Roll Number: |  |
| Set out here the following details in relation to the course you wish to apply for/to attend:1. Name of Institution:
2. Course Title:
3. Duration of Course:
4. Cost of Course:
 |  |
| Details of the Financial Contribution Offered by Your Employing Authority: |  |
| **By applying for a bursary, you agree to inform the trustees of your course result and to write a short paragraph detailing the benefit gained from the bursary. This will be used to promote the work of the Trust**.  |
| **Signed**  **………………………………………………………………………………………………** |

**B Documents Required to Accompany Your Application:**

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| Please submit the following in pdf format together with this Form:-1. A letter from your Line Manager, Service Director or Head of the Legal Service, indicating support for your application for the course you wish to undertake and an explanation as to how the course will assist your duties or career progression. Please include confirmation that your employer is willing, if required, to pay the full cost of the course and be reimbursed by the Trust to the amount of bursary agreed.[[1]](#footnote-1)2. If your Employing Authority has decided **not to support** you financially, please provide an explanation as to why they are not doing so and how you propose to fund the remaining fees. **This information will be considered as confidential.**3. A brief career resume since admission. |

1. **LGLST Address:**

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| Please submit the above information in pdf. format to:**Nicole Walker at** **nwalkerlgls@gmail.com** **with subject title “LGLS Bursary Application”****IMPORTANT NOTICE: PRIVACY NOTICE/STATEMENT:****Personal information contained in this Application will be held on computer and is therefore subject to the Data Protection Act 2018 (DPA 2018), and the General Data Protection Regulation (GDPR) as it applies in the UK, and our Privacy Notice/Statement. By submitting your application to us you are deemed to accept the terms of that Statement a copy of which will be made available to you upon request.** |

 *The Local Government Legal Society Trust Limited*

 *Registered in England - Company No: 08676003*

 *Meadow View, Lewth Lane, Woodplumpton,*

 *Preston, PR4 0TE*

1. The Law Society is no longer able to “split” invoices and can only invoice one recipient [↑](#footnote-ref-1)