

# BURSARY SCHEME for community groups

## Application form

Complete this form electronically, or print it off and fill in by hand. Please use CAPITAL LETTERS where indicated as this will help us process your application more quickly.

Answer all questions as fully as possible.

Send your completed form as an attachment to [ltmbursary@ltmuseum.co.uk](mailto:ltmbursary@ltmuseum.co.uk) and put 'Community Bursary Scheme application' in the subject line.

Or return by post to Learning Team (Community Bursary Scheme),  
Albany House, Petty France, SW1H 9EA.

If you have any questions about this form, please contact the Museum and ask to speak to Jenna Stevens (Learning Officer) or our Learning Administrator +44 (0)20 7379 6344

Once an application has been received, a member of the community learning team will get back to you as soon as possible, but no later than 10 working days.

## Complete questions 1-6 in CAPITAL LETTERS

- 1 **NAME OF ORGANISATION**
- 2 **CONTACT NAME**
- 3 **ROLE/POSITION**
- 4 **CONTACT EMAIL**
- 5 **CONTACT TELEPHONE NUMBER**
- 6 **WHEN IS THE BEST TIME TO CONTACT YOU ABOUT YOUR APPLICATION (DAY/TIME)?**

**7 THE BURSARY SCHEME IS OPEN TO GROUPS IN THE FOLLOWING BOROUGHES.  
WHICH ONE ARE YOU BASED IN? (PLEASE TICK)**

- Camden
- Ealing
- Islington
- Lambeth
- Southwark
- City of London
- City of Westminster

**8 TELL US ABOUT YOUR ORGANISATION. WHAT DO YOU DO? (300 WORDS MAX)**

You will need to include evidence that supports this information, such as online links to the services and activities you run, or literature from current or past projects, which can be attached to your application.

**9 TELL US ABOUT THE PEOPLE YOU WORK WITH. WHO DO YOU SUPPORT? (300 WORDS MAX)**

**10 DESCRIBE HOW YOUR GROUP WOULD BENEFIT FROM A VISIT TO LONDON TRANSPORT MUSEUM.  
(500 WORDS MAX)**

**11 DO YOU HAVE ANY ACCESSIBILITY OR OTHER REQUIREMENTS?**

**12 ARE YOU APPLYING FOR ONE-OFF ADMISSION, OR AN ANNUAL PASS (VALID FOR ONE YEAR)?**

- One-off admission
- Annual Pass

**13 HOW MANY TICKETS ARE YOU APPLYING FOR?**

(up to a maximum of 10 tickets per group)

**14 HOW DID YOU HEAR ABOUT LONDON TRANSPORT MUSEUM'S BURSARY SCHEME FOR COMMUNITY GROUPS?**

(please tick)

London Transport Museum website

Social media

Word of mouth

Other (please specify)

**NAME OF APPLICANT (CAPITAL LETTERS)**

**SIGNATURE OF APPLICANT**

**DATE**

**Data Protection**

London Transport Museum (LTM) and its service providers will use your personal information for the purpose of administering your application. Your personal information will be properly safeguarded and processed in accordance with the requirements of privacy and data protection legislation. Please see our Privacy Policy at [www.ltmuseum.co.uk/privacy](http://www.ltmuseum.co.uk/privacy) for more information.

**About London Transport Museum**

London Transport Museum uses the story of transport to encourage, enrich, and inspire all Londoners and those who love this city to get the most out of London.

**We do this by:**

- Being the world's leading museum of urban transport and a place for everyone to come to understand and enjoy the story of London's journey.
- Sharing knowledge and provoking conversations about transport and the future of London
- Stimulating curiosity in the world of work from an early age and inspiring the next generation to realise their potential
- Empowering young Londoners to use the transport system safely and confidently
- Conserving our collections, sharing our expertise and partnering with like-minded organisations to connect people and bring the story of London to life