

Scotland's
GARDENS
Scheme
OPEN FOR CHARITY

Scottish Charity No. SC04986

Cattanach Bursary

Guidance for applicants



Introduction

We created the Cattnach Bursary for horticulturists and gardeners in Scotland to access personal and professional development. We recognise that it's their skills and experience that ensure the continued care of Scotland's fine gardens. Therefore, we offer up to **£1,500** to individual applicants to pursue their learning journey - about plants, best horticultural practices and effective garden management.

This bursary was made possible by the generous bequest of Mr Albert Cattnach, a regular visitor to SGS's open gardens and funds from the John Fife Award. We hope it helps to continue the strong tradition of horticultural training in Scotland.

Eligibility

To be considered eligible for a bursary, applicants must:

- Be a horticulturist/gardener aged 16 years and over, living and working in Scotland and/or have a track record of working/training in horticulture in Scotland (full time for a minimum of two years; part time for a minimum of four years). Main source of income must be through gardening/horticulture (or about to be, for example, soon to qualify or graduate)
- Be unable to afford the project without additional support
- Commit to providing a report on their bursary, including details of the project and how it benefited them
- Successful applicants may re-apply to the fund but should wait three years before their next application.

Purpose

- The bursary's purpose is to develop applicants' personal and professional skills, to help them progress their horticultural careers.

"A gardener is Scotch, as a French teacher is Parisian"

George Eliot in *Adam Bede*

Find out more about our legacies and impact:

scotlandsgardens.org/our-impact/

Projects we fund

- Training, certification and professional development relating directly to horticulture and gardening.
- Eligible projects may include training courses, work experience, conferences, research, study tours, and, exceptionally, overseas study tours.
- Projects should be for something that's beyond an employer's obligation or would ordinarily be expected of an employer for the applicant's current role.
- On average we award £550. Our maximum award, £1,500, may be made for exceptional and innovative projects.
- We do not provide bursaries for projects already underway.
- We are keen to ensure that applicants' diverse needs are taken into account. If you have any additional needs, or difficulties with this application that you would like to discuss, please contact:
funding@scotlandsgardens.org or call 0131 226 3714.

How to apply

- Please read the guidance notes to confirm if you are eligible to apply. If you are eligible, please complete the online application form.
- If you are unsure whether you are eligible; for additional guidance; or if you have any additional needs, or difficulties with this application, please contact:
funding@scotlandsgardens.org or call **0131 226 3714**.
- The bursary panel meets three times a year, in April, July and October. Please ensure we receive your application by the end of the preceding month.
- References: please provide the names of one referee. They should have known you for at least two years in a professional /academic capacity e.g. your current or most recent employer, trainer or client. They should not be a family relation.
- It is your responsibility to ensure they submit their reference within a week of your bursary application. There is no specific format for references but they should ideally include:
 - *Referee's name, job title, address/ company address; email; phone*
 - *How long have they known you*
 - *An accurate and positive assessment of your character, work history and performance, your qualities and suitability to take part in your proposed project*
- You must answer the application form questions truthfully and to the best of your ability and inform us of any relevant changes, after your application is made, that might affect your application or project. Failure to do so may result in your application being rejected, our offer of a bursary being withdrawn, and a requirement for funds to be repaid to SGS. If you are unsure about any questions, suitability or eligibility, please contact us.

Expectations

- We will judge each application fairly upon your eligibility and how we perceive your suitability for the proposed project, your ability to manage it, the likely impact it will have on you, and the credibility of the training provider or relevant third parties.
- Please allow eight weeks between applying and the project start date.
- We aim to inform applicants within two weeks after each panel meeting.
- Successful applicants must provide a short report within two months of their project end date. The report may be in writing, a blog, vlog or presentation. We may use your report, presented in full or adapted appropriately, as content in SGS publications.
- If travelling abroad, applicants must hold relevant travel documents and meet the intended country's entry requirements.
- Applicants must consider if insurance is necessary for their project.
- If a project is cancelled for any reason, any SGS bursary must be repaid.
- Within two months of the project end date, any unspent amount should be repaid to SGS.
- We understand that plans can go awry so ask applicants to keep us informed of any changes or difficulties with their project.

Data protection

- SGS will only use your personal details to process your application and any resultant bursary, and hold the details for two years. General and/or non-personal details may be used for SGS ongoing monitoring, evaluation and reporting at any time.

