**DAWN LAKE AWARDS FUND – GUIDANCE 2022**

**Introduction**

Dawn Lake was the Regional Women’s Officer from 1993 to 1996. She was a tireless supporter of women in UNISON. She encouraged women to be active at all levels of our organisation. She took a leading role in the education of women. Tragically Dawn died from cancer in 1996.

To commemorate Dawn’s commitment to women in UNISON, and to demonstrate the Region’s desire to continue with the work in supporting women in our union and work Dawn had initiated, the Dawn Lake Fund was set up by the Regional Council.

This Fund is open to women who are UNISON members and who want to engage in an activity which helps their own self development, and encourages their involvement and brings benefits to our union. Applicants must not be in arrears with their union subscriptions.

**Applying for a Grant**

In order to apply for a grant an application must be completed in full and received by the Regional Office before the date of each Dawn Lake Fund Awarding Committee meeting. Applications received after each meeting date will be forwarded to the next meeting.

Grants can be used in a wide variety of ways: to help pay for course fees; to pay for books and equipment; to purchase computer equipment. Any reasonable request will be considered. Grants will not be made for anything for which the employer should pay or for personal development which is unrelated to membership of UNISON.

Before a grant is made evidence of either expenditure or proposed expenditure must be received by the Regional Office.

Where possible the Region prefers to pay course fees direct to the provider organisation.

Only one grant will be allowed each year, with a maximum of three consecutive annual grants.

The exact size of the grant will depend on the number of applications each year and the amounts requested. The objective is to assist as many women as possible, taking into account the limited size of the budget. Therefore, there is no guarantee that the amount you apply for will be agreed.

Grants are decided by the Dawn Lake Fund Awarding Committee. This is made up of representatives from the Regional Women’s Committee and the Regional Education & Training Committee. Regional staff attend in an advisory capacity only.

Any complaints about any aspect of the Dawn Lake Fund Awards, in the first instance, should be made direct to this body.

An annual grant will not exceed 10% of the total budget. In 2022 the maximum grant is £500.00.

The Dawn Lake Fund Awarding Committee will meet after each Education & Training Committee meeting.

**Please send your applications to:**

**Dawn Lake Fund Award**

**c/o: The Education & Training Team**

**at: j.morris@unison.co.uk.**