

**THE ALFRED RUSSEL WALLACE TRAVEL
AND EDUCATION SCHOLARSHIP**

MEMORANDUM OF ESTABLISHMENT

TITLE

1. The scholarship is to be called the “Alfred Russel Wallace Travel and Education Scholarship”.

2. Recipients of the scholarship are to be referred to, and may describe themselves as, “Wallace Scholars”.

PURPOSE

3. To provide financial support to a subscribing member of the Richard Hale Association, in order that they may undertake international travel with a worthy educational or charitable purpose.

FREQUENCY OF AWARD

4. A single financial award will be made each year to any successful applicant.

SIZE OF AWARD

5. The size of the award is to be decided annually, depending on income from the endowment.

ENDOWMENT

6. The endowment capital is to be invested in a separate fund for the sole purpose of providing an income for the scholarship.
7. The award should be funded only from the income of the endowment, not its capital.

MISCELLANEOUS FUNDING

8. The assets of the Richard Hale Association benevolent fund, as at 5th April 2009, are to be absorbed into the endowment of the Alfred Russel Wallace Travel and Education Scholarship.

APPLICATION

9. The scholarship is open only to subscribing members of the Richard Hale Association.
10. Applications must be made, by letter to the Association Secretary, enclosing any relevant supporting documentation, by 1st December in the year preceding the date of travel.
11. Applications will be considered by the Richard Hale Association committee on an annual basis, each January.
12. In assessing applications, the following factors will be considered:
 - a. The applicant's proposed travel plan;

- b. The degree to which such plans will assist with the applicant's education or will have a charitable purpose;
- c. What attempts, if any, the applicant has made to encourage other Old Hertfordians to join the Richard Hale Association;
- d. Any references provided by former school teachers, university tutors or sponsors of charitable work.
- e. Evidence of the applicant's involvement in the school community before, or after, leaving Richard Hale School.

RECORD

- 13. As a condition of the grant of the award, each scholar is to provide a written report on their travel project to be printed in The Hertfordian, the magazine of the Richard Hale Association.

- 14. The school is to be petitioned for an honour board to be placed at an appropriate location and updated annually with the year of the award, the name of the scholar and their school house.

March 2009