
JAN PENTLAND



FOUNDATION

Guidelines for the Jan Pentland Scholarship

Applications close Tuesday 3rd April 2018

The trustees of the Jan Pentland Foundation reserve the right to suspend, amend or vary these guidelines, the scholarship application process or any part of thereof.

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1. THE 2018 APPLICATION ROUND

1.1. Opening and Closing Dates, Announcement

Applications open: Monday 19th February 2018

Applications close: Tuesday 3rd April 2018

The announcement of the Jan Pentland Scholarship will be made on Tuesday 15th May, 2018 at the Jan Pentland Foundation dinner.

1.2. Delivering your Application

Email applications to: domenique.meyrick@financialcounselingaustralia.org.au

If you have questions contact: Fiona Guthrie
CEO, Financial Counselling Australia
Mob: 0402 426 835
Email: fiona.guthrie@financialcounselingaustralia.org.au

1.3. How to apply for a scholarship

- Complete the application form
- Attach your resume and any other information which you think might help your application, for example, letters of support.

1.4. Administrative support

Administrative support for the Jan Pentland Foundation (and the Jan Pentland Scholarship) is provided by Financial Counselling Australia (ABN: 67 073 167 361).

2. OVERVIEW

2.1. The Jan Pentland Foundation

The Jan Pentland Scholarship is awarded by the Jan Pentland Foundation. You can read more about Jan and the Foundation at www.janpentlandfoundation.org

The scholarship has been established in recognition of Jan Pentland's enormous contribution to the financial counselling sector over many years and her commitment to social justice.

The trustees of the Foundation are:

Carolyn Bond, Consumer advocate, company director

David Morawetz, Counselling Psychologist and Jan's partner

Colin Neave, Fairness Advisor, ANZ (also the Chair of the Foundation)

Delia Rickard, Deputy Chair, Australian Competition and Consumer Commission

David Tennant, CEO, Shepparton Family Care

The ACN of the Foundation is 141 552 847.

The Foundation is a registered charity with deductible gift recipient status.

2.2. The Jan Pentland Scholarship

The scholarship is awarded annually, at the Jan Pentland Foundation dinner. This is held in May of each year in conjunction with the annual financial counselling conference.

The scholarship provides financial assistance to individuals who are undertaking study or are intending to undertake study in financial counselling.

Scholarships are not bonded and are not awarded based on academic success. It is hoped that recipients will make a significant contribution to the field of financial counselling.

Appendix 2 has information about the role of a financial counsellor

3. DETAILS OF THE SCHOLARSHIP

3.1. What does the scholarship cover?

The scholarship provides financial assistance to individuals who are undertaking study or are intending to undertake the Diploma of Financial Counselling .

The relevant study/training must be undertaken through a registered training organisation.

The scholarship will cover costs relating to study relevant to financial counselling. These costs could include the cost of the course and/or related costs such as travel, accommodation, childcare or supervision. Applicants will need to show that related costs are directly connected to their study.

Applicants are encouraged to use their scholarship to enrol in a Diploma of Financial Counselling in the year that the scholarship is offered.

The course typically includes 17 units. Course durations vary and are often flexible (see Appendix 1 for more information).

3.2. Maximum and minimum amounts

The scholarship is for a maximum of \$5,000.

There is no minimum amount.

3.3. People who can apply

Scholarship recipients may be:

- A person who is already working as a financial counsellor or in a related discipline
- A person who wishes to become a financial counsellor
- A person who wishes to incorporate financial counselling functions in their current role

Scholarship recipients may seek assistance for the costs of a current course of study or for a course they have not yet started.

Aboriginal and Torres Strait Islander people are strongly encouraged to apply.

3.4. Selection Criteria

Scholarships will be awarded on the basis of responses to the questions on the Application Form. Unsuccessful applicants may re-apply the following year.

The selection criteria are:

Jan Pentland Scholarship – Guidelines

- need financial assistance to study;
- have a strong interest in financial counselling
- are committed to study
- will make or are making a strong contribution to the field of financial counselling (for example, as demonstrated by community involvement)

3.5. Payment arrangements

Payment of course fees (if included in the application) will be made direct by the Foundation to the course provider, on the provision of a tax invoice.

Payment arrangements for other costs, such as travel, accommodation or supervision, will be negotiated with the successful applicant. For example, these may be paid based on a reimbursement basis or a lump sum may be provided. These payments will be made by Electronic Funds Transfer (EFT) to your nominated bank account.

3.6. Acquittal at the end of the scholarship

As a condition of this scholarship program, successful applicants may be required to complete an acquittal report and provide a breakdown of expenditure incurred. The Jan Pentland Foundation reserves the right to audit these expenses so receipts need to be kept. There is a sample acquittal form in Appendix 3.

4. OTHER INFORMATION

4.1. Information about Centrelink payments

If you receive Centrelink payments, it should not be necessary for recipients of the Jan Pentland Scholarship to declare the scholarship as income. This is because from April 2010, up to \$6,762 of equity and merit-based scholarships will be exempt from the income test. Refer to: http://www.centrelink.gov.au/internet/internet.nsf/individuals/exempt_equity.htm

Nevertheless, it is advisable that scholarship holders who receive Centrelink payments seek advice from Centrelink on how the scholarship payment may affect them.

For more information, visit Centrelink at: www.centrelink.gov.au

Alternatively contact Centrelink on the following numbers:

ABSTUDY – Ph 13 2317

Austudy – Ph 13 2490

Family Assistance Office – Ph 13 6150

Indigenous Centrelink Call Centre – Ph 13 6380

Employment Services - 13 2850

All Call Centres are open Monday to Friday from 8 am to 5 pm local time unless otherwise stated.

4.2. Information about taxation implications

Preliminary advice is that the scholarship does not need to be included in the recipient's taxable income.

APPENDIX 1 – POSSIBLE COURSES

Scholarship winners can only use their scholarship to undertake studies through a registered training organisation (RTO). RTOs are nationally recognised training organisations that deliver accredited training. Some examples of RTOs delivering the Diploma of Financial Counselling are listed on the [FCA website](#).

FINANCIAL COUNSELLING

Diploma of Financial Counselling - CHC51115

This qualification applies to financial counselling, which is a specialist service assisting people faced with debt and other financial issues. This work requires:

- specialist knowledge, paralegal skills and competencies especially in regard to credit and debt issues affecting clients and their rights and obligations
- solid understanding of social and systemic issues that impact on financial counselling clients.

It may be applied in casework, community development and social justice contexts.

Occupational titles may include Financial Counsellor, Rural Financial Counsellor or Senior Financial Counsellor.

NOTE: This qualification is NOT related to the work performed by financial planners or financial advisers whose role is to provide clients with strategies to address their investment options.

Similarly, this qualification does NOT refer to therapeutic counselling. Psychological issues, which affect individuals, families and groups such as gambling, substance abuse, child abuse, and mental or physical health problems require referral to a professionally qualified practitioner. However, a recognition of, and an ability to work within, a counselling framework on the way in which other issues may interact with personal financial issues is highly relevant to financial counselling practice.

Entry requirements for the Diploma

To gain entry into the *Diploma of Financial Counselling with a recognised training organisation*, it is recommended that candidates have sufficient relevant work experience to indicate likely success at this level of qualification in a job role involving:

- The self-directed application of knowledge with substantial depth in some areas
- The exercise of independent judgement and decision-making
- The application of relevant technical and other skills.

For more information about the Diploma of Financial Counselling see:

<https://training.gov.au/Training/Details/CHC51115>

APPENDIX 2 – ABOUT FINANCIAL COUNSELLING SERVICES

How financial counsellors help their clients

Financial counsellors assist and support people to address a wide range of financial issues. They work with their clients to assist them to take control of their financial situation. A financial counsellor will:

- work with clients get a clear picture of their overall financial situation
- explain all options available to clients in relation to their financial situation and the advantages and disadvantages of each of these options
- work respectfully with the client
- where appropriate, provide advocacy or negotiate with creditors, government agencies and other parties
- provide ongoing support.

A financial counsellor works on behalf of and for the benefit of their client .

Financial counsellors offer a range of services relating to personal and business finances. These include information and options on:

- rights and responsibilities in relation to credit and debt issues
- debts and debt recovery processes
- budgeting and money management
- effectively communicating with creditors and other third parties in relation to financial issues
- insolvency options

Financial counsellors have strong links with other service providers and where appropriate may also provide referrals to other agencies that can assist. These would include community legal services, housing bodies, utility providers, generalist counselling services and emergency relief agencies

The Benefits of Community–Based Financial Counselling

- Is frontline based, meeting individual and relevant needs in a timely manner.

- Is not fee or commissioned based – does not increase the financial burden on the client. Ensuring that lack of finances is not a barrier for the client seeking help.
- Empowers individuals in their financial situation and their lives.
- Is a private and confidential service, giving client’s confidence to seek support.
- Has strong links to the community to encourage vulnerable and disadvantaged clients to access services they would not otherwise.
- Is conflict free – counsellors’ act in the best interest of the client and never solicit fees or client payments.
- Has a “watchdog” role, linking individual client cases to systemic issues.
- Has trained and qualified financial counselling professionals rather than just financial service professionals (accountants) or social workers.
- Encourages counsellors to build positive relationships with creditors.
- Is part of the community services sector, enabling referrals and appropriate service links.
- Supports all clients whatever their income, family background, age, ethnicity, lifestyle.

Why is financial counselling growing as a profession?

- Demand for financial counselling is increasing with many agencies reporting long waiting lists.
- Demand will continue to increase for a number of reasons, including the full flow on effects of the global financial crisis, referrals from the debt hotline, increasing personal debt levels and the ever increasing cost of living.
- State concession frameworks and pensions are not keeping pace with the rising costs of living.

Who employs financial counsellors?

Many of Australia’s leading charities employ financial counsellors. There are also many independent and stand alone services and these are largely funded by either State/Territory Governments or the Commonwealth Government or a combination of both.

For more information about financial counselling visit FCA's website or one the following.

FCA	www.financialcounsellingaustralia.org.au
NSW	www.fcan.com.au
Victoria	http://fcrc.org.au/
Qld	http://www.fcqn.asn.au/default.aspx
WA	http://www.financialcounsellors.org/
SA	http://www.safca.info/

APPENDIX 3 - SAMPLE ACQUITTAL / REPORTING FORM

You do not need to complete this acquittal / reporting form at this time.

As a condition of this scholarship program, successful applicants will need to complete this report and provide a breakdown of expenditure incurred. The Jan Pentland Foundation reserves the right to audit these expenses so please keep receipts.

Name of scholarship holder: _____

Grant received: \$ _____ **Amount of grant spent: \$** _____

I hereby verify that I have spent the funds as agreed and as intended towards the study as described in my application. I attach a summary of expenses equal to the value of the scholarship.

Signature of applicant: _____

When / where did you undertake the study? _____

Did you complete your training? If not, please provide reasons.

Please provide some feedback about your experience and your career plans (such as where you hope to work)

Date submitted _____

Send this form and your list of expenditure to: dominique.godfrey@financialcounsellingaustralia.org.au

or if email is not possible, post to: FCA, Level 6, 179 Queen Street, Melbourne Vic 3000