

VERULAM HOUSE FUND TRUST: Application for Grant / Loan for a Project

[The Trustees meet four times a year, in January, May, July and October]

1. Project title and brief description:
2. Parish/Deanery/Diocesan body on whose behalf the application is made:
3. Aim(s) of the Project:
4. Budget: (including sources of income as well as expenditure, and details of how any loan will be serviced.) Please attach on a separate sheet.
5. How the project is to be managed:
6. How the project's effectiveness is to be assessed:
7. Who are the project's sponsors (if additional to 2. above):
8. Please enclose a dated copy of the resolution passed by the body in 2. above in support of the project, with voting numbers and signature of the chairperson and secretary .
9. (a) Is the body in 2. Above offering financial support -give details.
(b) Have other sources of financial support been sought -give details/outcome.

[NB the VHFT will not normally fund more than fifty per cent of the cost of a project.]

10. What arrangements have been made for reporting back to the project's sponsors?
11. The purpose of the Verulam House Fund Trust is to enable laity and clergy to engage in the mission and ministry of the church, especially through the promotion of (1) spirituality, (2) education, (3) service and (4) witness.

Please describe how the proposed project relates to this purpose in at least one of these four main areas.

12. Is this application for a grant or a loan or both?

13. Please state the amount of grant sought (in each year of the project if it is intended to run over more than one calendar year).

14. Please state the amount of loan sought (in each year of the project if it is intended to run over more than one calendar year).

15. In the case of a loan application, please state the period of time over which it is proposed that the loan be repaid.

16. Please indicate that you accept that interest will be charged on any loan at a rate set by the trustees equivalent to the annual rate of inflation.

Tick:.....

17. Name, address and telephone number of person who will act as correspondent.

[Note: A grant/loan once allocated will be kept available for twelve months. If it has not been taken up within that period, the allocation will lapse.]

VERULAM HOUSE FUND TRUST: Application for Bursary

1. Brief description of event for which grant is sought: including, as appropriate, title, aim, date, by whom it is run. (Please enclose any relevant literature.)

2. Applicant(s): Give name(s), address(es) and telephone number(s).

3. Please give the name of any appropriate parish, deanery or diocesan body under whose auspices you are intending to participate.

4. Please give details of the cost:

Fees:

Travel: (mileage or cost of public transport)

Other:

[Note: the cost of mileage will be calculated on the basis of the 'committee rate' currently in force in the diocese.]

5. Please enclose a letter of support from your incumbent, or church council, or rural dean, or deanery synod, or archdeacon, as appropriate.

6. Is the body in 3. above offering financial support -give details.

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7. Have other sources of financial support been sought -give details/outcome.

8. Indicate the amount each participant is intending to contribute to the cost.

[Note: the VHFT will not normally fund more than fifty per cent of the cost for a participant.]

9. What arrangements have been made for reporting back to the sponsoring body cited in 3. above?

10. The purpose of the Verulam House Fund Trust is to enable laity and clergy to engage in the mission and ministry of the church, especially through the promotion of (1) spirituality, (2) education, (3) service and (4) witness.

Please describe how your participation in the event relates to this purpose in at least one of these four main areas.

11. Please state the amount of grant sought (per participant).

12. What is the date by which the grant is needed?

13. (If there is more than one applicant): Name, address and telephone number of person who will act as correspondent.

Applications should be sent to Mr Nigel Bengier, the Clerk, VHFT, Diocesan Office, 41 Holywell Hill, St Albans, Herts. AL1 1HE. He can also let you have a copy of the full Guidelines.

[Applications will normally be dealt with at the regular meetings of the Trustees,.]