Notes: The fund will be administered by the Synod Evangelist, the convenors of the Pastoral, Ministries, Property, and Financial Resources committees under the convenorship of the Synod Clerk. (The Mission Fund Panel)

There will be four application rounds a year. **The deadlines for applications are March 31st, June 30th, September 30th and December 31st each year.** The Mission Fund Panel will meet as soon as practical after these dates to consider applications.

It is a condition of all grants that a satisfactory report and accounts detailing how the grant has been used is received by the Mission Fund Panel.

# Name of Church

# Mission Project Name

# Date of Application

***Please complete the appropriate sections.***

***However, you may not need to ‘fill’ completely, all sections or boxes.***

|  |  |
| --- | --- |
| **Contact Details** |  |
| **YOUR NAME AND CHURCH** |  |
| Name for correspondence:  |  |
| Name and address of Church: |  |
|  |  |
|  |  |
|  |  |
| Position in Church (if applicable): |  |

|  |  |
| --- | --- |
| **YOUR ADDRESS** |  |
| Correspondence Address: |  |
|  |  |
|  |  |
|  |  |
|  |  |
| Contact phone number:  |  |
| Contact email address:  |  |

|  |  |
| --- | --- |
| **1. Your Project:** |  |
| Describe your project, detailing its aims and objectives, and how you believe this project will enhance the mission of your church. |
|  |

|  |  |
| --- | --- |
| **2. What is the total Cost of the Project?** |  |
| **£** |
|  |  |
| **3 How much of this can your church contribute?** |  |
| **£** |

|  |  |
| --- | --- |
| **4 How much are you asking the Synod Mission Fund for?** |  |
| **£** |

|  |  |
| --- | --- |
|  |  |
| **5 How will this money be spent?** |  |
|  |

|  |
| --- |
|  |
| Signed by: ..................................................................Church Secretary (*or other as appropriate*)Date: ..................................... |

**NOTES:**

Please offer any comments on the use of this form so that we may learn and improve our practice in the future.

Please email the completed form and accompanying papers to the synod clerk (clerk@urcyorkshire.org.uk) with a copy to the finance manager, Hayley Brook, (accounts@urcyorkshire.org.uk)

Alternatively, please post the completed form to:

The Finance Manager,

The United Reformed Church Yorkshire Synod,

Somerset House,

St Paul’s Street,

Morley,

Leeds LS27 9EP.