

**THAMES NORTH SYNOD**

**LAY TRAINING GRANT**

**GROUP APPLICATION FORM**

**BACKGROUND**

The Lay Training Grant helps lay people in the churches of the Synod to acquire and develop skills and knowledge (whether academic or practical) for the benefit of the congregations to which they belong. It does so by making grants towards the cost of courses and training opportunities. Travel costs can be included in this application as long as the funds applied for do not exceed £350 per person. This form enables a church group to make a group application for a course or event being attended by up to 12 applicants from one church. If you require funding for more than 12 please speak to the Synod Training Officer.

**CONDITIONS**

1. Each request must be made on this standard application form. A copy of the course brochure or equivalent should be attached, including details of the course provider.
2. The amount granted will be for a **maximum of £350 per person** in any one calendar year. (As AALP are entitled to £200 from the URC education & learning committee, they may apply to TNS for an additional £150 using this form.)
3. Where funds greater than £350pp are sought, please contact the Synod Training Officer to discuss what might be possible.
4. The applicant should be able to show how they will use their learning to serve their congregation.
5. **An individual may submit more than one application in a calendar year provided the total amount sought does not exceed £350.**
6. If the course is for more than a year, please submit a separate application form for each year.

**PLEASE COMPLETE THE APPLICATION AS FOLLOWS – ABOUT THE CHURCH:**

**Name of Church:** …………………………………………………………………………………………………………

**L.A.G.**: ….………………………………………………………………………………………………………………………

**Contact person for group application: ……………………………………………………**

**E-mail of contact person:** …………………………………………………………………………………………

**Role in the congregation of contact person:** ………….……………………………….…………….

**THE COURSE OF STUDY/TRAINING OPPORTUNITY (Please attach a copy of the course brochure.) What is it and who is the training provider?**

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**Where and when will it take place?**...............................................................

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**How much is the total cost?** (Please attach details) ……………………………………………….

**How much are you applying for per person?** …………………………………………………………

**How much per person** **is to cover travel?** ……………………….…………………………………….

**THE INTENDED LEARNING**

**What is the intended learning?** .……………………………………………………………………………

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**How will it benefit the wider congregation?** (max 300 words)

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**Please give the names and contact details of all those who will use the grant on the next sheet.**

**If an application is required for more than one congregation in a LAG please complete a separate application for each congregation.**

**It is ESSENTIAL that each individual claimed for signs this sheet.**

**Date of application: ……………………………………..**

**Endorsement**

I endorse this request and believe that it will be for the benefit of the congregation in the way that they have described.

………………………………………………………………….. .…………………………………………………….

**Signature of Minister/CRCW/LL Date**

**Interim Mod/Church Secretary**

**Print Name: …………………………………………………………………………………………**

**Please return the completed form for approval to:**

Revd Dr Julian Templeton, Training and Development Officer

E-mail: [training@urcthamesnorth.org.uk](mailto:training@urcthamesnorth.org.uk)

Mobile: 07510 384879

**Any questions about payment for approved training should go to:**

The Administrator, Thames North Synod

St. Paul’s URC, Newton Road, Bayswater, London, W2 5LS

E-mail: [administrator@urcthamesnorth.org.uk](mailto:administrator@urcthamesnorth.org.uk) (Phone: 020 7799 5000)

**TDO approval, amount & date:** …………………………………………………………………………….

**IMPORTANT**: PLEASE ENSURE APPLICATIONS ARE RECEIVED **BEFORE** THE COURSE OR TRAINING EVENT.

|  |  |  |
| --- | --- | --- |
| **name** | **e-mail/phone contact** | **Signature** |
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| **Short statement about what you hope to gain from this course:** | | |
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**Each person who is included in the grant application must complete the section below, including the statement about what they hope to gain from the course.**

**Please create another sheet if needed. Remember this grant can only be used for up to 12 people in the same church.**