



# The United Reformed Church Northern Synod

## Grant Application Form MISSION FUND

PLEASE READ THE GUIDELINES BEFORE COMPLETING YOUR APPLICATION

<b>Applicant church:</b>	<b>Location:</b>
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**Which type of grant are you applying for?**

Please tick the relevant box or boxes

- a) Small mission grant, up to £10 000
- b) Large mission grant, £10 000 - £50 000

<input type="checkbox"/>
<input type="checkbox"/>

**What are the reasons for your application?**

- Mission, evangelism or outreach
- A community initiative to meet local need
- Justice, peace and the integrity of creation
- Other types of mission – please specify

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

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Please write clearly, and attach additional sheets where necessary

**Section 1: Project Details**

1.1 Please tell us about your project

1.2 Please list any other churches/organisations involved in your proposal

1.3 If your project involves employing someone, please explain who will manage and support them. (Please also attach the role description).

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**Section 2: Contact Details**

2.1 Contact Name

2.2 Contact Address

2.3 Contact Telephone

2.4 Contact Email (if you are happy to be contacted by this method)

**Section 3: Payment Details**

3.1 Cheque to be payable to

3.2 Cheque to be sent to

3.3 When is the money likely to be needed?

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**Section 4: Financial Details**

4.1 Please detail the costs of this project

TOTAL	

4.2 Are these estimates or fixed prices?

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4.3 Church's current financial position

Total financial resources available to the church	
Amount set aside as reserves (in accordance with your reserves policy)	

4.4 How is this money to be raised? (and is it definite or merely sought?)

Money in hand	
To be raised by local church(es)	
Grants:	
Grant sought from Mission Fund	
TOTAL	

**Section 5: Further Details**

8.1 When did your church last review its safeguarding policy?

**Section 6: Resolution**

We confirm that the above particulars are correct to the best of our knowledge, and that at a meeting of ..... held on ..... it was agreed to apply for the above grant.

Signed (Chair) .....

Signed (Secretary) .....

Date .....

**Checklist**

Remember to send us the following information with your application:

- Copies of quotations or estimates
- Your church's most recent signed annual accounts (if not already sent)
- A copy of your church's up to date reserves policy
- A role description and contract of employment (if appropriate)
- Any other relevant documents which might support your application

Please return this application form to:

Synod Executive Committee Secretary  
The United Reformed Church Northern Synod  
4 College Lane  
NEWCASTLE UPON TYNE  
NE1 8JJ

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FOR OFFICE USE:

- Application Form completed
- Quotations enclosed
- Accounts filed
- Reserves Policy filed
- Safeguarding Policy up to date
- Synod Assessment up to date
- M&M Assessment up to date
- Check costs equal money to be raised

Note: Query any items not ticked