

4. Nature and purpose of the program/event (enclose a copy of registration brochure, if applicable).

5. Goals/objectives of the program/event (What do you hope to accomplish?).

6. Please attach a budget, indicating full cost of the event and any other sources of funding.

7. Total amount of request from the Coughlan College Trust Fund:

\$ \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Please return to: United Church Conference Office  
320 Elizabeth Avenue  
St. John's, NL  
A1B 1T9



## COUGHLAN COLLEGE TRUST FUND APPLICATION FORM

### Trust Objectives:

1. To further and support the education and nurturing of members of The United Church of Canada in Newfoundland and Labrador; and,
2. To assist candidates for ministry in The United Church of Canada in the Province of Newfoundland and Labrador.

### In Addition:

\$2,500.00 per year will be allocated to each of the East and West Districts for the establishment of educational awards for a student, or students, who attend Memorial University of Newfoundland. In granting these awards, consideration will be given to financial need, community and church involvement, and scholastic achievement (students should apply to the Districts for these awards).

**COUGHLAN COLLEGE TRUST FUND**

**Guidelines for funding of programs:**

1. Programs must be United Church sponsored or endorsed.
2. Requests for program funding may be initiated by:
  - a) congregation/Pastoral Charge
  - b) a recognized United Church group or committee
  - c) a Division
  - d) a District
3. The types of programs eligible for funding are those that develop:
  - a) theological understanding
  - b) leadership skills/ability
  - c) personal faith/spirituality
  - d) sense of ministry and/or mission
4. Programs receiving funding may address the needs of clergy/lay and of a particular or wide range of age groups, for example:  
  - Children
  - Youth
  - Adults
  - Seniors
  - Intergenerational groups.
5. It is understood that funding through the Coughlan College Trust Fund will provide "seed money" or supplement the budget for a program/workshop/event and will not normally cover the total cost of an event.
6. Requests for funding are to be made in advance of the planned program or event by providing the information requested on the application form.

7. Should a grant be given and the program/workshop/event generate funds, it is expected, where possible, that unused portions of the grant be returned to the Coughlan College Trust Fund.
8. Following the completion of the program/event, a final report or evaluation should be submitted to the Conference Council of Finance and Administration including the following:
  - a) date, location, nature of event
  - b) names and addresses of participants
  - c) final cost of event, including all sources of funding
  - d) brief overview of event's outcome (how did the event meet/not meet your goals and objectives?)

**COUGHLAN COLLEGE TRUST FUND  
APPLICATION FOR FUNDING**

1. Name of requesting body or group: \_\_\_\_\_
2. Contact Person: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_
3. Time and place of the program/event  
Date: \_\_\_\_\_  
Location: \_\_\_\_\_