

## **National Learning Fund for Leaders 2008**

This year (2008) there will be money available for grants to help individuals with the cost of learning events. As in recent years, we will expect people to apply for this grant by application prior to the event taking place. The fund is open to ministry personnel and lay persons.

Attached, you will find a *2008 National Learning Fund for Leaders* application form. As is stated there, it is expected that you will discuss your participation in the event with your Ministry and Personnel Committee (for ministry personnel); Session, Christian Development Committee, District Chair or Conference Personnel (for lay persons); or employing unit Staff Committee or supervisor (for Conference Staff, Chaplains, etc). Please note that a signature is required on the form. It is also required to have your District Learning Fund Committee involved and a signature obtained. These Committees will review completed applications and pass on approved applications to our Administrator, Ms. Alison Piercey, for payment.

Applications without complete information will be returned to the individual for completion prior to processing.

### **Important Information:**

Applications must be submitted prior to the scheduled date of the event.

Preference will be given to events sponsored or endorsed by The United Church of Canada.

Travel costs will be paid for the most economical and practical form of transportation. The rate per kilometer is \$0.25.

Maximum grant for an individual in this calendar year is \$400.

Lay persons may apply for up to 2/3 of the total cost of an event. Clergy presently serving in a ministry position may apply for up to 1/3 of the total cost of an event. (Clergy can also avail of the continuing education funding provided by their pastoral charge or employing unit.)

The District Learning Fund Committees may take extraordinary circumstances into consideration. It is understood that these circumstances are without prejudice and do not serve to set a precedent.

**2008 NATIONAL LEARNING FUND FOR LEADERS**

Name \_\_\_\_\_ Date \_\_\_\_\_

Mailing Address \_\_\_\_\_

Postal Code \_\_\_\_\_ E-Mail \_\_\_\_\_ Telephone \_\_\_\_\_

Pastoral Charge \_\_\_\_\_

Lay       Ministry Personnel

Name of Course / Event \_\_\_\_\_

Sponsor / Institution \_\_\_\_\_

Location \_\_\_\_\_ Date \_\_\_\_\_

Description of Course / Event \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**NOTE: Please also attach a copy of event brochure, course description, etc.**

**FINANCIAL INFORMATION**

**Expenses**

Registration/Tuition \_\_\_\_\_

Room & Board \_\_\_\_\_

Travel  
( \_\_\_\_\_ km x .25 km) \_\_\_\_\_

**Total Expenses** \_\_\_\_\_

Signature of applicant \_\_\_\_\_

**Funding Plan**

Pastoral Charge/  
Institution Support \_\_\_\_\_

Personal Share \_\_\_\_\_

Other Sources  
(Please Specify) \_\_\_\_\_

**Total Request from  
National Learning Fund** \_\_\_\_\_

**Comments: Please note that comments are important, particularly with regard to special financial circumstances, and should be attached to this application form on a separate sheet.**

<p><i>What is your involvement in your Congregation, District, Conference?</i></p> <p>_____</p> <p>_____</p>
<p><i>How will this event support and/or strengthen your involvement in the United Church?</i></p> <p>_____</p> <p>_____</p> <p>_____</p>
<p><i>How do you hope that this event will be of help to you, personally, now and in the foreseeable future?</i></p> <p>_____</p> <p>_____</p> <p>_____</p>

**LOCAL / INSTITUTIONAL / DISTRICT SUPPORT**

**NOTE: This section to be completed by person authorized to show Pastoral Charge or institutional support for your application. (e.g. Clerk of Session, CD Committee, M&P Committee, Staff Committee, minister)**

I have discussed this proposal with the applicant.  Yes  No

Name \_\_\_\_\_ Position \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Forward application to the appropriate District Learning Fund Committee:**

**East District:** Linda Braine, 3 Oderin Place, St. John's, NL, A1A 4B2

**West District:** Linda Stonehouse, 7 Westview Avenue, Corner Brook, NL, A2H 3B7

**DISTRICT LEARNING FUND COMMITTEE APPROVAL**

**NOTE: This section is to be completed by the District Committee.**

District \_\_\_\_\_ Amount Approved \_\_\_\_\_

Approved by (name) \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_