

# BAY OF QUINTE CONFERENCE APPLICATION FOR EDUCATIONAL LEADERSHIP DEVELOPMENT FUNDS

Please Print or Type

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

Address : \_\_\_\_\_

City: \_\_\_\_\_ Postal Code \_\_\_\_\_

Telephone: \_\_\_\_\_ Presbytery \_\_\_\_\_

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

Laity \_\_\_\_\_ Min. Personnel \_\_\_\_\_

### Name of Course/Event

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

Location \_\_\_\_\_ Date(s) \_\_\_\_\_

Description of Course/Event (Please attach copy of event brochure, course outline, etc.)

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### Financial Information

#### Costs

#### Funding Plans

#### Expenses

Tuition \_\_\_\_\_

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

Travel: \_\_\_\_\_ km x \_\_\_\_\_/km = \_\_\_\_\_  
(See Conf. Information sheet for rate)

Other Expenses \_\_\_\_\_

Pastoral Charge/Institutional Support \_\_\_\_\_

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

Other Sources (please specify) \_\_\_\_\_

Leadership Development Fund \_\_\_\_\_

&Up to a maximum of 1/3 of total amount of request  
&Maximum \$300.00 per year given to each individual  
&Maximum \$200.00 for expense travel

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

**Total Funding** \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

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### Congregational Consultation

**Note:** This section must be completed by a 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 \_\_\_\_\_

**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.

What is your involvement in your Congregation / Presbytery / Conference?

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How will this event support and/or strengthen your involvement in the United Church?

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How do you hope this event will be of help to you, now and in the foreseeable future?

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**CONFERENCE LEADERSHIP DEVELOPMENT FUND COMMITTEE APPROVAL**

(Note: This section to be completed by your Conference Leadership Development Fund Committee)

Approved by \_\_\_\_\_ Amount Approved \_\_\_\_\_

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

# Leadership Development Fund Guidelines

**Note:** These funds are open to receive donations - Please make cheques payable to Bay of Quinte Conference Leadership Development Fund

## Guidelines for Educational Development Fund

- § For Ministry Personnel and lay people.
- § Not for required courses to obtain Educational Degrees/Diplomas.
- § Funding for exposure trips to United Church of Canada partners will be limited to a maximum of \$300 per year per person, and capped at a maximum of \$3,000 per group.
- § Funding for exposure tours to non-UCC partners will be limited to \$100 per person, and capped at \$700 per group, with the proviso that the application addresses and satisfies the criteria and questions contained in the document “Criteria and Questions for Engaging in Mission”. The Leadership Education and Faith Formation Committee in consultation with the Mission, Outreach & Advocacy Committee will be the final determinant of whether the application does in fact meet the criteria.
- § Funding for individual educational requests would be limited to maximum of \$300 per year on a one third (personal); one third (congregational); and one third of Educational Development Fund. Mileage will be paid at the rate of mileage established by the Conference.
- § This fund be administered by the Leadership Development Committee under the Division of Mission staffed by the Conference Minister for Program and Leadership Development. Details for administration would be left up to that committee to establish.

## Guidelines for Group Youth Initiatives

- § Maximum of \$500.00 per group.
- § Each group is limited to one application per year.
- § The fund will be administered on a first come first serve base and not on a per Presbytery basis.
- § This fund will be administered by the Leadership development Committee of Conference under the Division of Mission and staffed by the Conference Minister for Program and Leadership Development

The form is to be completed by the applicant and forwarded to the congregational representative for review, approval and signature. The completed form is to be mailed to the Leadership Development Fund Committee, c/o Bay of Quinte Conference, 25 Holloway Street, Belleville, ON, K8P 1N8.