**Approval and reimbursement from the Yorkshire Synod Discipleship Development small grant fund 2025**

 1. **Who is eligible to apply?** Committed members or adherents, including children and young people, of a congregation within the United Reformed Church who are exercising, or want to exercise, a form of lay ministry or community service whether expressed within or beyond their local church. The DDF is not open to Ministers of Word and Sacraments and CRCWs, as there are other designated funds available for those groups.

 2. **How much is available?** Up to £300 per applicant per calendar year, although the Synod may agree to more than this according to the local context and circumstances.

 3**. What can this money be used for?** The purposes for which the funding is provided are defined by creativity and vocation, in line with the URC's discipleship development strategy. Be bold, take risks. The funding exists to help you to follow Jesus. You might be helped in this by courses (at any level) at any of the URC Resource Centres for Learning or from other learning providers, or you may have ideas on resourcing discipleship development in other people. You may need funds to cover the costs of travel, materials or books. All you have to do is make a case to your local church meeting and submit the application form to the Synod Convenor of Ministries for consideration and, if appropriate, authorisation.

 4. **How are applications made?** Having gained your church meeting's endorsement, applications are to be made on the designated form, well before the spending is due to start. Backdated applications will not normally be accepted. Application forms are obtainable from the Synod Convenor of Ministries and should be sent back for authorisation before being passed to the synod finance office.

 5. **How are grants paid?** Grants authorised by the Convenor of Synod Ministries

are paid by a Synod finance officer by reimbursement to you when you have given proof of what you've spent. Contact your Synod Convenor of Ministries for discussion if you need something funded directly on your behalf, rather than waiting for re-imbursement.

**The Yorkshire Synod Discipleship Development Fund Application Form**

This application should be submitted to your Synod Convenor of Ministries, before any expenditure is made. Please check with your Synod Convenor of Ministries if you are unsure of the criteria for funding. The maximum grant is up to £300 per calendar year.

Name:

Address:

Tel. No:

Email address:

Church

Date of Church Meeting endorsement

What's the Activity/Course/Programme/Resources for which financial assistance is requested?:

Who has overall responsibility for the activity/course/programme/resources?

Start date and duration:

Describe the nature and expected outcome of what it is the funding will support:

Costs Course fee(s) £

Accommodation £

Books/resources £

TOTAL £

Grant assistance sought

Signed Date

Please return this form to your Synod Convenor of Ministries for authorisation

Mrs K L Lonsdale

17 Mayfield Place

Wyke

Bradford

BD12 9QB

kathlonsdale@talktalk.net

01274 315203

07759525936

**AUTHORISATION to be completed by Synod Convenor of Ministries**

I am satisfied that this request meets the criteria for funding, and I authorise a re-imbursement of up to £

Signed

Date

Payments made - to be completed by Synod Convenor of Ministries

For course fee

Accommodation cost

Book costs

Travel/other costs (give details)

I confirm that the total amount of £ has been paid

1. By applicant
2. Direct by synod finance officer

Synod Convenor of Ministries Mrs Kathryn L Lonsdale

Signature

Date

NB Amount to be claimed from Synod held Discipleship Development small grant fund