



The Anglican Church in Aotearoa, New Zealand and Polynesia  
Diocese of Christchurch

## Lay Training Fund APPLICATION FORM 2012

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

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

Phone \_\_\_\_\_ Email \_\_\_\_\_

Under 40 years of age YES/NO  
(This information is collected for the purposes of reporting to St John's College on use of these funds)

Name of parish/ministry or mission unit \_\_\_\_\_

Date/s of intended course \_\_\_\_\_

Brief description of course/conference/seminar to be taken or details of books etc to be purchased (Refer to Guidelines on reverse side):

How will this benefit your ministry?

Cost of above: \$ \_\_\_\_\_ Other funding applied for: \$ \_\_\_\_\_

From \_\_\_\_\_

### ENDORSEMENT:

I certify that this course will benefit both the participant and our Parish/Mission or Ministry Unit in our respective ministries.

Signed \_\_\_\_\_ (Vicar /Enabler/Church Warden)

Date \_\_\_\_\_

*The information is collected to enable the appropriate grant to be made. It will be available to persons associated with the approval of such grants.*

Return to: The Diocesan Manager  
PO Box 4438  
CHRISTCHURCH 8140

**ADMINISTRATIVE USE ONLY**  
Archdeacon for Mission \_\_\_\_\_  
Amount of \$ \_\_\_\_\_  
Diocesan Manger \_\_\_\_\_  
Date Paid \_\_\_\_\_  
Account Code 446 - 00  
Cheque No \_\_\_\_\_

# Guidelines for Applications to the Lay Training Fund

1. Applicants should be individual lay people. For the purpose of this lay training fund “lay people” includes congregation members, non-stipendiary/licensed lay workers, and stipendiary lay workers. Group applications may be made with each participant named on the one form.
2. The fund is intended for lay people who may not otherwise get support. Where applicable, people should also apply to other appropriate bodies.
3. Applications are invited for purposes such as purchasing books, attending conferences, courses and seminars which will equip the applicant in lay ministry and mission.
4. In the case of conferences and seminars the Fund will only apply when these events contain training in ministry which the applicant is currently, or will be exercising.
5. The fund is intended to play a contributory role across a wide spectrum.  
Consequently:
  - (a) Since ministry units stand to benefit from training received, a ministry unit contribution is desirable.
  - (b) Individual persons will usually receive only one grant each year, except in special circumstances when a second grant may be given.
  - (c) Grants paid will usually be for 75% of costs, up to a maximum of \$250 per applicant.
6. People receiving a grant are expected to provide a written report to both their own ministry unit and to the Archdeacon for Mission.