

 PF APPLICATION FORM CHURCH/PROJECT/MISSION AND MINISTRY TEAM

IF YOU WOULD LIKE TO REGISTER YOUR APPLICATION FOR MONEY FROM THE PHILIPPIANS FUND, PLEASE FILL IN THIS FORM AND RETURN IT BY EMAIL TO THE CIRCUIT TREASURER AT philfund@birminghammethodistcircuit.org.uk

This form is not designed to be a hurdle to trip you up, rather it is a mechanism to ensure that you have considered key questions when designing a project, and that the Development Support Group has all the information that it needs in order to make a decision. If you are having any problems filling in the form or would like a chat before doing so, please get in touch with the Treasurer on the email address above or by ringing 0121 455 9907.

About you - *Please fill in ALL of the fields below.*  Date of application ……………………………….

Name of group applying

Project Leader/contact person

Telephone E-mail

Address

About the Project

Please briefly describe the project or event for which you are seeking funding including the time frame for which you’ll spend the money:

What is the outcome that you are trying to achieve?

Please describe how the project fits within the mission of the Birmingham Methodist Circuit (BMC) as described in the Vision & Priority Statement:

What is your relationship with the church and how do they support you?

*PTO*

**Finances:**

What is the total cost of the project?

How much money is your church putting towards the project?

How much time/hours are your volunteers putting in?

Are there any other resources that you’re putting towards the project?

How much are you requesting from the Philippians Fund? *Please itemise your expenditure exactly.*

Please give details of the account into which the grant should be paid:

Account Number: Sort Code:

Bank name:

Is this an account for one of the Methodist or LEP churches within BMC? Yes/No

If no, please provide further explanation below.

Also if no, please tick this box to confirm that the accounts are checked and examined/audited □

Declaration:

*I can confirm that all of the above information is accurate. I understand that funds must be used for the purpose for which they have been applied within a year of it being awarded. I also understand that at the end of the project I will be expected to supply a break-down of expenditure with copies of receipts for money spent as well as completing a short review form on the effectiveness of the project.*

Signature of lead contact for the project ………………………………………………………………. Date ………………….

 Signature of Church Minister /Team Convenor……………………………………………………. Date……………………

Signature of Church Treasurer ………………………………………………………………. Date ………………….