



The Church of England
Diocese of Ely

Application for CMD Funding

Notes

Please complete the form overleaf as fully as you are able and return it to

Jennie Woolston,
Department of Ministry
Diocesan Office, Barton Road
Ely, Cambridgeshire CB7 4DX

It can be sent by email to Ministry@elydiocese.org

Personal Grants

Personal Grants are available to offset the cost of attending courses, conferences and retreats. You are encouraged to discuss what you will do with those who support your ministry, including churchwardens/ PCCs etc. as appropriate.

Personal Grants can be issued in two ways

- (i) By cheque payable usually to the individual personally, though if indicated on the application form cheques can be made payable to an institution/organisation from which a cost is incurred, with the cheque sent to you to forward.
- (ii) By direct deduction from your allowance for fees associated with events organised by the Diocese itself.

Entitlement

CMD grants are available subject to claim for all those who come within the Bishop's annual framework for Ministerial Development Review. The entitlement (based on a calculation of approximately 1% of an incumbent's stipend). First-post Curates, in IME Phase 2, do not share in the entitlement.

We have removed the automatic entitlement to the 'carry over' of personal grants. However additional funding may be available in cases of need. Please discuss with Director of Ministry.

Retrospective Payments

Retrospective payments are not possible: an application should be received and payment agreed before the event you are attending.

We pray to be generous and visible people of Jesus Christ.

Please read the Notes overleaf before completing the form

Name

Address

Phone

E-mail

What course/ event / retreat do you wish to attend? (Give title of event and name of organisation or venue as appropriate)

On what date? (applications in arrears are not accepted)

What is the cost?

Please detail travel & and any other costs

How much Personal Grant are you applying for?

What other sources of finance have you approached?

How would you like this to be paid?

By Bacs – complete the details below

Bank Account Name:

Bank Name:

Bank Address:

Bank Account number:

Sort Code:

Or, by cheque

The cheque should be made payable to? [This will normally be the person applying for a grant]

Has this training need been identified through Ministerial Development Review?

How do you envisage this event will contribute to the development of your ministry at this time?

What other training events have you attended during the past three years?

You are strongly encouraged not to use the Personal Grant to repeatedly attend the same event each year.

Among those who support your ministry, with whom have you shared your intention to participate in this event?

How will you report back to your PCC/Parish/ Deanery etc.?

You are asked to send in a brief evaluative report as soon as possible after the event you have attended. As well as a brief description of the event itself (or if a retreat, its venue and format), some comments on the learning and value you have derived should be included. Reports are requested for two reasons: firstly the writing of a report can help to focus your own reflections and consolidate the learning. Secondly these reports help those responsible for CMD to know what events, venues etc. clergy are finding valuable and useful.

Declaration

I agree to send a report after I have attended the course/ event/ retreat

Signed: