

REGULAR GRANT APPLICATION FORM

- Parts 1-3 should be completed by Applicant
- Parts 4-5 should be completed by Minister

[FOR OFFICE USE ONLY]
 [Received: _____]
 [Selected: _____]
 [Grant: _____]

Answer all questions in **BLOCK LETTERS**

PART 1: About You the Applicant

Surname: _____ Title: Mr / Mrs / Miss / Ms

Christian Name(s): _____

Full Address: _____

Telephone number: _____

Congregation: _____

Cheque Payee Name: _____

Children (Aged 23 and under):

Child's Surname	Christian Name	Date of Birth	Name of School/College

PART 2: Income & Expenditure

Please complete the brief Income & Expenditure form on the next page. The Presbyterian Children's Society is subject to the General Data Protection Regulation. This means we treat your personal information confidentially regarding any matter pertaining to grant administration and use it for this sole purpose.

AVERAGE NET <u>MONTHLY</u> INCOME:	£/€
Applicants Net Earnings	_____
Financial contributions by other adults to family income (incl. child maintenance)	_____
Child Benefit	_____
Bereavement / Widowed Parents Allowance	_____
Occupational / State Pension	_____
Foster Care Allowance / Guardian's Allowance/Payments	_____
Welfare Benefits / Disability PIP Payments / Tax Credits / Carers Allowance	_____
Housing Benefit / Rates Relief / Rent / Mortgage Interest Supplement	_____
Investment & Savings Income (exclude capital amount)	_____
Any other income sources (please give details)_____	_____
_____	_____
TOTAL NET MONTHLY INCOME:	=====

AVERAGE <u>MONTHLY</u> HOUSING & CHILD DAY CARE EXPENDITURE:	£/€
Rent <input type="checkbox"/> Mortgage Repayments <input type="checkbox"/>	_____
Rates	_____
Cost of Children's Day Care / School Fees	_____
TOTAL MONTHLY HOUSING & CHILD DAY CARE EXPENDITURE:	=====

PART 3: Declaration by Applicant

I agree to accept and abide by the decision of the Board of Governors of the Presbyterian Children's Society in relation to this application and I will adhere to the regulations of the Society.

Applicant's
Signature: _____ Date: _____

Should this application be accepted, a copy of the Society "Terms and Conditions" will be sent to you together with a "Summary of Grants Procedure" for your reference. During the period between receipt of this application and review by the Selection Committee an Interim Grant may be processed and sent to your minister/convener to give to you.



PART 4: To be completed by the Minister / Convener

What are the current circumstances of the child(ren)? (Please tick the appropriate section).

- The father and mother are deceased _____
- The father is deceased _____
- The mother is deceased _____
- The father is separated / divorced _____
- The mother is separated / divorced _____
- The father is disabled / ill _____
- The mother is disabled / ill _____
- The mother is single (unmarried) _____
- Other (please specify) _____

Are the family under the pastoral care of the Congregation? Yes / No
 Is / was the father a Presbyterian? Yes / No
 Is / was the mother a Presbyterian? Yes / No

Please give any information which you consider may be helpful to the Governors in their assessment of the application:

PART 5: Certification

I certify that the child(ren) are under the pastoral care of the Presbyterian Church, and that to the best of my belief all the information contained in the application is true and complete.

NAME OF MINISTER (PRINT NAME): _____ Date: _____

Signature of Minister: _____ Congregation: _____

Information for Minister / Convener

Eligibility of Child(ren)

- All children under 16 years of age will be eligible for consideration for grant assistance.
- Children aged 16 – 23 will be eligible for consideration if they are in full time or part time education (defined as 2 days or more per week). An apprenticeship is considered to be education for grant purposes.
- A child is encouraged to attend at least one regular activity connected to the Presbyterian Church e.g. Youth Group; Sunday School, Bible Class, Worship etc.

For a full statement of qualifications / circumstances in which a child may cease to be eligible, please refer to the Scheme No. 58 of the Presbyterian Children's Society, paragraph 16 as amended (copy available on request).

Administration

Selection of children for regular grant assistance takes place twice a year in April and October. During the period between receipt of this application and review by the Board an Interim Grant may be processed and issued to you to give to the family. When a family is selected, a Regular Grant will be processed for the family every quarter and sent to you to give to the family. Upon selection, the family will be provided with a copy of the Society "*Terms and Conditions*" and a "*Summary of Grants Procedure*" for reference.

We look forward to receiving the completed application form. Upon receipt of this application, an acknowledgement will be sent to you (which may include an Interim Grant for the family). Should you not receive this within ten days of submission, please contact the Society:

The Presbyterian Children's Society
Glengall Exchange, 3 Glengall Street,
Belfast BT12 5AB

Telephone: +44 (0)28 9032 3737 Email: info@presbyterianchildrenssociety.org