

**GFS – An Anglican Ministry (Diocese of Brisbane)**

**Application Form & Guidelines for a Financial Grant for a**

**One Off (Special) Event**

**GFS Brisbane is making available a limited number of financial grants to Anglican parishes who wish to provide a one off (special) event for children in their parish or beyond. Interested groups are invited to apply for one of these grants of up to $1500. These grants can be applied for at any time during the year, but will be awarded based on the conditions and guidelines that follow.**

**Guidelines for Awarding of a One Off (Special) Event Grant**

1. Anglican Parishes within the Diocese of Brisbane involved in Children’s/Youth Ministry are eligible to apply for a grant.
2. The event to be offered must have a Christian component in order to be eligible for a grant.
3. This Grant is for a One Off (Special Event) such as a Super Saturday Activity Day, a Holiday Camp,

 a Bible School/Camp etc. and not to be used for an ongoing activity within a parish or agency.

1. Preference will be given to programs that are largely hands on rather than provision of the grant for administrative support of the program, or to purchase large pieces of equipment e.g. TV’s, data projectors or electronic hardware, furnishings etc.

**Conditions of Awarding a Financial Grant for a One Off (Special) Event**

1. If successful in obtaining a grant, the parish shall acknowledge in their Annual Report that the grant has been approved by GFS Brisbane, noting the designated project and the amount given.
2. If successful in obtaining a grant, the parish shall “***Within three (3) months”*** of the running of the event send a written report to GFS Brisbane detailing how the grant was used, enclosing a financial report, and outlining the final outcomes of the project. Any money not used in the provision of the event should be returned to GFS Brisbane when submitting your report.
3. If, for whatever reason, an awarded grant cannot be used for the specified event, then the grant shall lapse and all monies returned to GFS Brisbane. The applicant can re-apply for a grant at another time.
4. Any parish that does not submit a written report on how the grant money was expended will not be eligible to receive any further grant monies ***until a report is submitted.***
5. Applications must be sent in to the GFS Office and be accompanied by a budget or a detailed description on how the money will be used.
6. **PLEASE NOTE:** “Applications for One-off Grants are to be submitted at least ***THREE MONTHS PRIOR*** to the event being held” and only **ONE** “One Off” Grant will be awarded to a parish in any one calendar year.

**Form for Application for a One Off (Special Event) Financial Grant From GFS Brisbane**

**Application Form for provision of a One Off (Special) Grant for Year: \_\_\_\_\_\_**

**Name of Parish applying for a One Off Financial Grant:**

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**Name of Parish Priest/Rector/Director: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Postal Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**Phone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail Address**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Name of Person Running the Special Event: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Contact Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Requested Amount of Grant: \_\_\_\_\_\_\_\_\_\_\_**

**Date Payment Required: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Starting Date of Project\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Completion Date of Project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Description of Project and How the Grant will be Used:** *(please attach a separate sheet if more space is required)*

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**This signature will acknowledge and agree with all of the conditions of the grant.**

**Signed by Parish Priest/Rector/Director \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Print Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_**

*Completed Application Forms are to be returned to: GFS Office, St. Francis College, PO Box 1261, Milton, Qld. 4064 Grant Application Forms are available from the GFS Office (35147451) or from the GFS/Kids Plus+ Brisbane Web Site (www.gfsbrisbane.org)*