



Application Guidelines For a Verulam House Fund Trust Individual Person Grant

The Trust was established in April 1997, in accordance with a Resolution made by the St Albans Diocesan Synod October 1996, to award bursaries and project grants for promoting spirituality, education, service and witness within the Diocese. This Fund aims to support people and projects that promote education, spirituality, witness and service – and is always pleased to receive requests for financial help.

The deadline for applications is 14 days before the relevant meeting so that they can be considered by the Trustees and included in the agenda. Meeting dates can be found on our website on the following page [Diocesan meetings calendar](#).

The Trustees will not normally fund more than fifty per cent of the cost of any grant. The Trustees would not normally expect to allocate grants over a period longer than one year. There is no bar on submitting applications for grants in support of projects in their second or subsequent years although there is no guarantee that further support will be given if a project has received a grant before.

The Trustees work within the Diocesan Environmental Policy and aim to achieve the Church of England target of Net Zero carbon emissions across all Diocesan operations by 2030. To help work towards this target the VHFT will prioritise applications that do not include air travel. If you would like to apply for assistance to travel abroad, please demonstrate in your application why this is important and how the Environmental impact can be offset or mitigated.

To make an application:

- 1) Complete the specific Verulam House Fund Trust Individual Person Grant Application Form which should be downloaded as a word document, completed and saved as a pdf with the name 'VHFT Individual Person Grant Application XXX' (where XXX is the applicant's name).
- 2) This pdf and the following supporting documentation should then be submitted by email to vhft@stalbandsdiocese.org.
 - i) Any relevant literature which provides information about the activity.
 - ii) A letter or email of support from either your incumbent, or church council, or rural dean, or deanery synod, or archdeacon within the Diocese of St Albans, as appropriate.