**Application for a West Trust Grant from a Unitarian and/or Universalist Church or Fellowship in Canada.**

(revised July 2018)

The objective of the West Bequest Trust is to affirm and promote the [seven principles of Universalist Unitarian](https://cuc.ca/unitarian-universalism/principles-sources/) (UU) Churches, as adopted by the Canadian Unitarian Council, namely

* Respect for the inherent worth and dignity of every person;
* Justice, equity, and compassion in human relations;
* Acceptance of one another and encouragement to spiritual growth in our congregations;
* A free and responsible search for truth and meaning;
* The right of conscience and the use of the democratic process within our UU congregations and in society at large;
* The goal of world community with peace, liberty, and justice for all;
* Respect for the interdependent web of all existence of which we are a part.

**Ways to Promote the Principles:**

The promotion of the seven principles may be done by:

1. publishing books, pamphlets, periodicals or other modern forms of media (such as tapes, websites, etc.) as well as programs to attract new UU members;
2. provide partial support towards employing a minister (either clergy or lay person); or a religious education director for children and young adults;
3. assisting financially weak or small UU congregations or founding new ones; and
4. by such other methods of UU church extension as the West Trustees shall deem best.

Applications for funding which best reflect the above objectives and means have the most chance of

success.

Only one application per UU church or fellowship will be considered. The application must be supported and forwarded by the Board or other Governing Body of the applying church or fellowship.

West Trust Trustees usually meet annually in the third week of October to make decisions on grant applications. Due to low interest rates, the total amount of money available for giving grants has been around $7,500 in recent years. Grants have been in the range of $100 to $3,500 and have averaged about $1,000.

A workable expandable application form is attached. You do not need to use the form, but your

application should include all the information requested on the sample.

**WHEN, WHERE AND HOW TO APPLY:**

Applications for consideration at the fall West Trust trustees' meeting each year should be received by

**September 30th**. Please include the words “2018 West Bequest Trust Application” in the subject line. Late applications will be considered at the discretion of the Trustees.

Applications should be submitted as Email ATTACHMENTS in Word or as PDF and addressed to Shripad Pendse, President, Board of Trustees of the West Trust, [shripen@yahoo.ca](mailto:shripen@yahoo.ca), and copied to [spends@smu.ca](mailto:spends@smu.ca), and to Janet Crawford, Secretary, Board of Trustees of the West Trust Fund, [janetcra@nbnet.nb.ca](mailto:janetcra@nbnet.nb.ca).

If it is necessary for you to send an application by mail, it should be sent by the 20th of September. Please email [shripen@yahoo.ca](mailto:shripen@yahoo.ca) to get the most up to date mailing address.

**ACCOUNTING AND EVALUATION**

Successful West Trust grantees must provide by the following Sept. 30th a brief accounting of the income and expenses of the project and a narrative of at least 200 words of what was accomplished in their West Trust assisted project.

If you received a grant in the previous year and are applying for another grant for the current year, the report on the previous grant must be submitted as part of your application.

Grantees who fail to account to the West Trustees for grants received may not be considered for future assistance.

**APPLICATION FOR WEST TRUST FUNDING**

(Please examine the Guidelines above carefully before applying for a grant.)

A. APPLICANT: (Congregation or fellowship and authorized contact person)

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B. APPLICANT’S MAILING ADDRESS:

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C. APPLICANT’S TELEPHONE:

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D. APPLICANT'S E-MAIL:

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E. DATE SUBMITTED:

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F. REPORT ON PREVIOUS GRANT RECEIVED (if any): (Please provide in this section a

brief summary of expenses and a narrative of at least 200 words concerning what was accomplished with the grant.) Enclose an attachment as necessary.

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G. PROJECT NAME (Provide a working title for your project. Only one application will be

considered from each UU Church, Fellowship or Congregation)

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H. SUMMARY/DESCRIPTION (Describe the project in about 200 words.). Use an attachment as necessary.

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I. BUDGET (How much will the total project cost, what are the major cost items of the project and what will each of them cost?)

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J. AMOUNT SOUGHT (Amount sought from the West Trust Fund)

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K. OTHER INCOME SOURCES AND AMOUNTS (List other amounts to be obtained from other sources and sources of that funding).

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L. TIME FRAME OF PROJECT: (Provide start and end dates, major milestones and the

date a grant from the Trust would be required.)

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How does the project support the objectives of the West Trust?

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SIGNATURE and TITLE OF APPLICANT (application should usually be signed by the President of your Board)

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Please send application as an Email ATTACHMENT in Word or as PDF. Include the words “2018 West Bequest Trust Application” in the subject line, addressed to:

* Shripad Pendse, President, Board of Trustees of the West Trust [shripen@yahoo.ca](mailto:shripen@yahoo.ca) with a copy to [spends@smu.ca](mailto:spends@smu.ca)
* Janet Crawford, Secretary, Board of Trustees of the West Trust Fund, [janetcra@nbnet.nb.ca](mailto:janetcra@nbnet.nb.ca)