

Diocese of Hexham and Newcastle

Lay Training Fund Guidelines

Eligibility for support

The Lay Training Fund (LTF) is for all areas of adult education and formation which are not normally provided as part of parish life. The suitability of an application will be assessed by the Application Committee which is made up of the Head of Department for Adult Formation and Evangelisation, a member of the Department for Finance, a senior administrator and two lay people appointed by the Bishop.

Whether we work in the Diocese or in the wider world, whether we are involved in parish life in catechesis, liturgy or other ministries, we need to understand our Faith and we need to know what the Church teaches, and be able to discern our calling, so that we can live out our vocation and mission and thus witness to the faith we have, in response to the changing needs of the Church within society. The Lay Training Fund is available to support this vision.

Who is eligible for support?

Any adult (aged 18+) living in the Diocese of Hexham and Newcastle, wishing to further deepen their knowledge of religious formation and education or wishing to educate others in order to have a greater involvement in the parishes or deaneries within the Diocese of Hexham and Newcastle or the wider community it serves, is eligible to apply for support from the Lay Training Fund.

Where a person's paid employment requires a commitment to formation, such as a teacher, and this is eligible to be paid out of a normal education budget, applications will not be considered for the Lay Training Fund. However, if for example, a teacher wishes to develop their own faith commitment at the service of the Church, then this will be considered for support.

Each year the administrators of the Lay Training Fund, in consultation with the Board of Directors, will also identify emerging priorities and will be proactive in seeking the appropriate people to respond to these priorities and will assess appropriate funding.

Priorities

In 2015-16 the initial priorities identified are

- The optimum use of Diocesan properties
- The Church and medical ethics
- The Church and those seeking asylum in our locality

Eligibility for support

Applications should be made on the relevant form available from the Department for Adult Formation and Evangelisation, (http://www.rcdhn.org.uk/formation/form_laytrain.php, Tel: (0191) 243 3313 or Email : adult.formation@diocesehn.org.uk) Applications must include a personal letter explaining how the formation will be beneficial to the individual at the service of the Church and society.

A letter of support from the applicant's parish priest/area dean or a priest known to the applicant must accompany the application.

Proof of costs, (which may include training fees, necessary travel, accommodation and/or reading materials,) should be included in the application, (or provided at a later date, before the funding is awarded, if unavailable at the time of application.) All costs will be paid directly to the applicant.

How Applications will be assessed

Applications will be assessed in batches at three monthly intervals.

Eligibility will depend on the applicant fulfilling the necessary criteria.

The Application Committee will be responsible for reviewing applications and allocating funds.

In some circumstances, the applicant's parish or deanery may also contribute to costs, and applications for this must be made directly to the parish priest or dean.