The CCT Friends in Mission bursary scheme is directed to small organisations who, for financial reasons, are unable to make use of our conference centres for meeting, training, team building, respite or spiritual refreshment. It is open to non-profit or voluntary Christian based organisations including charities and other church groups with a total annual income from all sources of less than £50,000, a reliance on voluntary funding and which work in a generally recognised area of social need.

We offer the opportunity to spend up to three consecutive nights in full board accommodation at one of our centres for up to 10 people at a subsidised rate of £10 per guest per night inclusive of all meals and accommodation, use of the centre’s facilities and grounds, and a designated meeting room.

An assessment will be made based on the submission of a fully completed application form, grants being awarded at CCT’s discretion. Please study the qualifying criteria carefully to ensure that your organisation meets all the requirements before applying.

Please enter full details below and email the completed form together with a copy of your most recent accounts to [bursary@cct.org.uk](mailto:bursary@cct.org.uk) or post to: **John Harrison, Chief Executive, Christian Conference Trust, High Leigh Conference Centre, Lord Street, Hoddesdon, EN11 8SG.**

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| --- | --- |
| Organisation name and contact details (address, telephone, email) | Click here to enter text. |
| Statement of organisation’s purpose or mission | Click here to enter text. |
| Primary area of work (e.g. domestic abuse, poverty, refugee support etc.) | Click here to enter text. |
| Charity registration number (if applicable) | Click here to enter text. |
| Total annual income | Click here to enter text. |
| From what sources do you receive funding for your organisation? | Click here to enter text. |
| Proposed number of guests | Click here to enter text. |
| Proposed number of nights | Click here to enter text. |
| Preferred dates and centre | Click here to enter text. |
| Purpose of the proposed event | Click here to enter text. |
| What difference will holding this event make to your organisation? | Click here to enter text. |
| Name of person submitting application |  |
| Position held | Click here to enter text. |
| Date |  |

Office use only:

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| --- | --- |
| Confirmed number of guests | Click here to enter text. |
| Confirmed event dates | Click here to enter text. |
| Booking reference | Click here to enter text. |
| Amount payable by client (A) incl. VAT | Click here to enter text. |
| Contract value (B) incl. VAT | Click here to enter text. |
| Bursary amount = (B) – (A) | Click here to enter text. |

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| Bursary authorised by |  |
| Date of Authorisation | Click here to enter text. |