

APPLICATION FORM FOR GRANTS/AWARDS IN THE FACULTY OF DIVINITY

ALL APPLICATIONS SHOULD BE SENT TO:

The Administrative Officer, Faculty of Divinity, University of Cambridge, West Road, Cambridge CB3 9BS

Eligibility

Candidates are requested to read the relevant Regulations (Statutes and Ordinances) and ensure that they have complied with them.

Only those with an active affiliation to the Faculty will be given grants. Those who are not members of the Faculty will not receive funding. The Managers will not consider applications from students on the Tripos, BTh or Masters Degrees. Grants will only be made to graduate students up to the submission of their dissertation.

Many Colleges also have trust funds furnishing assistance to graduate students for travel and research. Both College and Faculty Trust Funds look more favourably on applications that seek support from more than one source.

Applications

Please note that NONE of these funds (except the Steel, Wordsworth and Hedley Lucas) gives money for subsistence maintenance, fees or books except in cases of exceptional hardship (for which a case must be made, with supporting evidence).

The Managers of the funds will consider applications from PhD students for help with the costs of research trips, academic conferences and special training not otherwise available within the University. Normally the managers cover **reasonable travel costs, conference fees, reasonable childcare costs** (when attending an event), and **accommodation**.

For Graduate students awarding of funds is subject to the following guidelines:

a maximum of one UK academic conference a year for up to three years;

one overseas academic conference per student during their PhD research, plus a second overseas conference if they give a paper.

Applicants must explain how the conference they propose to attend is relevant to their research, and applications should be supported by a reference from their supervisor. Proposals should be properly planned and costed and receipts should be requested and kept, as students must submit receipts to the Administrative Officer after completing their travel or training.

The Managers do not pay for copy editing, and will only fund travel by taxi in exceptional circumstances such as late at night or for the transportation of large amounts of luggage. Students should attend language courses in Cambridge rather than abroad.

Applicants can apply to the meeting of Managers before or after the trip (but, if after, the application had to be submitted by the next meeting of the Managers after the trip to be funded).

Receipts

If you are applying retrospectively, please attach your receipts. If you are applying in advance, you will need to supply the administrative officer with receipts on your return. All expenditure has to be supported by receipts.

TERMLY: Deadlines for applications submitted on a Termly basis: 15 Nov 2019, 21 Feb 2020, 22 May 2020.

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SELECT AWARDS

- ALASDAIR CHARLES MACPHERSON FUND (GENERAL) BETHUNE-BAKER FUND (GENERAL) THEOLOGICAL STUDIES (GENERAL)
- HORT MEMORIAL FUND (Graduate – For Biblical, Hellenistic or Patristic fields) DIVINITY (GERMAN) (GRADUATES – FOR THE STUDY OF GERMAN)

N.B. applications for the following funds (Clerical) must be submitted by 21 Feb 2020

- STEEL FUND (Clerical) WORDSWORTH FUND (Clerical) HEDLEY LUCAS FUND (Clerical)

APPLICANT DETAILS:

Last Name: _____ First Name: _____

Title: _____

College: _____

Date of birth: _____

Email: _____ Phone: _____

Cambridge Address: _____

Home address: _____

Date of first degree (essential for some awards): _____

Present Status: Undergraduate / Post-Graduate / Teaching Officer / Other

Some funds are restricted to candidates who are preparing to enter the Christian Ministry.
If you are preparing to enter the Christian Ministry, please give brief details here:

SUMMARY OF ACTIVITY

Short title of Activity for which you seek assistance
(e.g., conference attendance; conference organisation; language course):

Total amount applied for (details overleaf):

Have you applied to your College for funding?

Have you received funding from the Faculty in the past? If so, how much?

Are you presenting a paper at the conference for which you are seeking funding?

DETAILS OF COURSE OR PROJECT FOR WHICH YOU SEEK ASSISTANCE:

(Use a separate sheet if necessary.)

DETAILED BREAKDOWN OF COSTS:

(If necessary, give further details on a separate sheet.) Please give details of starting and end of travel.

NAME OF REFEREE

The candidate must invite the referee to forward his/her reference directly to ***The Administrative Officer, Faculty of Divinity.***

DECLARATION

Print Name _____

Date: _____

I DECLARE THAT THE INFORMATION CONTAINED ABOVE IS TO THE BEST OF MY KNOWLEDGE TRUE AND CORRECT.

Signature _____

UNIVERSITY OF CAMBRIDGE
FACULTY OF DIVINITY

FORM OF RECOMMENDATION

For Grants/Awards in the Faculty of Divinity

To be given by the candidate to the referee

(UTOs do not need to ask referees to write on their behalf)

The person named below has made application to the following Faculty funds for a grant in support of a project or programme of study.

GRANTS/AWARDS – FACULTY OF DIVINITY

- | | | |
|---|--|---|
| <input type="checkbox"/> Alasdair Charles Macpherson Fund | <input type="checkbox"/> Divinity (German Language) Fund | <input type="checkbox"/> Theological Studies Fund |
| <input type="checkbox"/> Bethune-Baker Fund | <input type="checkbox"/> Hort Memorial Fund | |
| <input type="checkbox"/> Steel Fund | <input type="checkbox"/> Wordsworth Fund | <input type="checkbox"/> Hedley Lucas Fund |

NAME OF CANDIDATE: _____

COMMENTS OF REFEREE:

Signature of referee: _____

Position: _____

*Please send the form to **The Administrative Officer, Faculty of Divinity, University of Cambridge, West Road, Cambridge CB3 9BS** by the following date:(To be filled in by the candidate).*

Updated: 30.11.19