

Parent Education Fund 2018

The Parent Education Fund was established by Catholic Education Services to provide funding to Parents and Friends' Associations in the Diocese of Cairns.

One-off Grants are approved to Parents and Friends' Associations to help them provide parent education programs including building faith communities in our schools; to host activities that encourage clustering across school communities; and to encourage parents to consider emerging issues in education.

A funding process is managed by Catholic Education Services in partnership with the Diocesan Council of Parents and Friends Associations.

A committee representing the partnership will consider all applications for funding. The committee will ensure that these funds are distributed fairly throughout the Diocese.



Eligible Projects

Applications for up to \$1,000 are encouraged. Applications for larger grants will be considered in circumstances where more than one association will clearly benefit from the project.

Ineligible Projects

Deficit funding will not be considered nor will recurrent costs. Recurrent expenses include salaries and wages of a regular nature, administrative expenses (stationery, postage, insurance), rent, equipment that needs replacing.

Terms and Conditions

Local Associations applying for funding must have their President sign the application. Grants must be spent within six months of the date your project is approved, unless otherwise specified. Grants must be used for the purpose intended. Savings must be returned to the Parent Education Fund. A written report is presented at a Diocesan meeting detailing the success of the funding expenditure.

Application Assessment

Applications are assessed about two weeks after the closing date.

Successful applications will receive an approval letter. Funds will be electronically transferred. These projects must be completed within six months of approval.

Closing Date:
Friday 23 March 2018
Week 9, Term 1

Post completed form to:

Andrew McKenzie
Parent Education Fund
Catholic Education Services
PO Box 5296
CAIRNS QLD 4870

To discuss your application contact:

Andrew McKenzie

Phone: 4050 9783

Email: amckenzie@cns.catholic.edu.au

Parent Education Fund Application Form



SECTION 1: Contact Details

Name of Parents and Friends' Association:

Postal Address:

Contact Person (for enquiries regarding this application):

Email Address:

SECTION 2: Grant Details

Primary Purpose of grant:

Funding submission (a brief description of your project):

Budget Items (please list items for which grant is sought and the costs of each item in priority order)	Total Cost
Total Project cost:	\$ 0.00
Less Association's contribution:	
TOTAL GRANT SOUGHT:	\$0.00

President's Signature: _____ Date: _____

SECTION 3: Bank Details

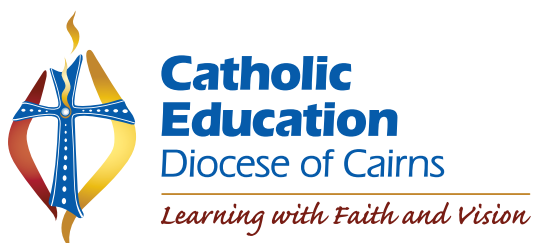
Bank:

Account Name:

Branch BSB: _____ Account Number: _____

All applications will be forwarded to The Executive Director, Catholic Education Services who will subsequently submit to the Parent Education Fund Committee for discernment and approval.

- Members of this Committee:
- Bill Dixon, Executive Director, Catholic Education Services
 - Chair, Cairns Diocesan Council of Parents & Friends Association
 - Gerard Kearney, Director School Effectiveness, Catholic Education Services
 - Andrew McKenzie, Manager Governance and Engagement, Catholic Education Services



Submit Form

Andrew McKenzie
 Manager of Governance and Engagement
 Catholic Education Services
 PO Box 5296, CAIRNS QLD 4870
 Email: jskinner@cns.catholic.edu.au