

The Methodist Church Liverpool District

District Advance Fund (DAF) Grants policy

Policy and procedures for grants from the DAF

1 Policy Statement

The DAF is a resource to support Churches and Circuits within the District as they seek to engage effectively in God's mission.

The DAF is an example of the Methodist principle of Connexionalism at work, whereby resources are shared in order to help and support imaginative mission focused projects.

Applications for DAF grants may be made for the support of mission projects involving people and/or property. However, the DAF will not fund projects that could be self-funded from Church and Circuit resources; or involve maintenance work which should be covered by Church and Circuit funds; nor for long term ongoing support of staff.

The DAF is administered by the District Grants Committee on behalf of the District Trustees.

The ongoing work of the Circuit is expected to be funded from the current income of the Circuit. Also projects are expected to receive significant grant support from the Circuit Model Trust Fund before they will be considered for a DAF grant.

Churches and Circuits planning to submit a grant request are normally expected to have consulted the District Mission and Evangelism Facilitator prior to submitting their application.

2 District Priorities and Criteria

When considering grant applications priority will be given to :-

- a. Projects that meet the priorities of "Our Calling" and the District Mission Policy.
- b. Projects that are part of a clear strategy directed towards fulfilling God's mission through the local Church or Circuit as demonstrated by their mission plans and are consistent with the District Mission Priorities and Criteria.
- c. Projects that make good use of existing resources by working in an ecumenical context or in partnership with other circuits or organisations.
- d. Projects that have identified need, both in the church and the local community and are seeking to respond effectively.
- e. Projects that encourage involvement with the marginalised and poor and those who are disadvantaged within the community.
- f. Projects that encourage and explore new ways of being Church.

- g. Projects that clearly aim to make evangelism and the making of new disciples a priority.
- h. Projects that take an innovative approach to mission and spirit led risk taking.

3 Guidelines

- a. Projects involving the employment of a lay person under a contract of employment must have the approval of the District Lay Employment Secretary before the application is submitted.
- b. Projects involving building work must have been approved via The Property Consents Site by the District Property Secretary, before the application is submitted.
- c. Applications must demonstrate an action plan and details for monitoring and evaluating the project and associated risks.
- d. If applicable a clear exit strategy from grant support should be submitted with the application.
- e. Annual reports to the Grants Committee are required before the next phase of term grants are paid.

4 How to apply for a grant.

- a. Applications should be submitted in accordance with this policy to the District Grants Secretary by email. Also a representative of the Church and/or Circuit must be available for an informal discussion.
- b. Applicants have the right of appeal to the District Resourcing Mission Group against a decision of the District Grants Committee. The decision of the Resourcing Mission Group is final.
- c. In accordance with Charity Law the District Trustees will ensure that there is sufficient money set aside for the whole of any term grants made, including future financial commitment to the project.
- d. Other than in exceptional circumstances the minimum grant will be £10,000 and the maximum 50% of the proposed project costs, subject to a maximum of 40% of the available funds in the year of application. Term grants for a maximum of three years and single grants are available. (Smaller projects are expected to be funded from the local Church or Circuit's own resources).
- e. The Grants Committee aim to consider grants within two months following the submission of **ALL** documentation.
- f. Applications to be submitted in your own style but must include:-
 - 1 How the project meets the priorities of "Our Calling" and the District and Churches/Circuits Mission Priorities.

- 2 Full details of the project, and the name of the contact person, including phone number and email address.
- 3 Church address and postcode.
- 4 The name of the Church Minister and the Superintendent.
- 5 A copy of the relevant Church Council and Circuit Meeting minutes.
- 6 A copy of the latest Church and Circuit Audited Accounts.
- 7 Amount of grant requested and duration.
- 8 If applicable the ability to demonstrate a clear exit strategy from grant support.
- 9 Total cost of the project.
- 10 Other funding sources received or being pursued.
- 11 A copy of the Church and Circuit mission plan.
- 12 Details of safeguarding arrangements associated with the project.
- 13 Evidence that where appropriate consultation has taken place with the Lay Employment Secretary and the District Property Secretary.
- 14 Evidence for all grant applications that consultation has taken place with the District Mission and Evangelism Facilitator.
- 15 An action plan for the detailed monitoring and evaluation of the project
- 16 Application must be signed by the Church Minister, Superintendent and the relevant Church or Circuit Steward.

5 Finally

Please check once more that you have included all the information requested above otherwise your grant application will be delayed.

**Barry Natton 2019
Grants Secretary**

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