

Policy regarding the provision of Grant Support from the Yorkshire West District Grants Committee (YWDGC) for Mission and Ministry Purposes (including Building Schemes)

1. General Principles

- 1.1. The body charged with the consideration of applications for such purposes is the Yorkshire West District Grants Committee (YWDGC) on behalf of the Yorkshire West District Policy Committee. The point of contact for information and submission of grant applications is normally the District Grants Officer.
- 1.2. The YWDGC will consider applications for assistance with personnel and projects from the District Advance Fund (both property grants and mission & ministry). They will also consider applications to the Joseph Rank Trust, as well as providing advice on other potential sources of funding.
- 1.3. Dependent on the size and type of activity for which grant aid is sought, DAF money may either be the sole source of external funding or one of several. It would be expected that, where possible, the Circuit would support the project financially. Larger projects are expected to have partnership funding in some form from other appropriate sources (such as local authority, voluntary, business sector partners and external grant giving bodies).
- 1.4. Applications are particularly welcomed for new initiatives, pilot/feasibility studies or to enable significant developments in existing work.
- 1.5. The YWDGC shall, amongst other inputs, take into account the areas of priority or types of work recognised as being of importance by the District Policy Committee (DPC). See Section 2.
- 1.6. All grant applications must demonstrate how the project concerned will give expression to both the District Mission Policy and the vision/mission statement for that Church/Circuit.
- 1.7. DAF grants will usually be for a maximum of £35,000 per annum per application. For building schemes, the total amount of the grant will be no more than 10% of the scheme's cost, subject to a normal limit of £35,000.
- 1.8. Other than in exceptional circumstances, grants for property schemes will not be accepted if work has commenced.
- 1.9. Where possible, Churches/Circuits are expected to first make use of their own financial resources for the support and development of mission and ministry. DAF assistance is intended to bridge the gap between what is available and what is required. It is not intended to provide a permanent source of funding and, where appropriate, applications need to demonstrate the strategy for sustaining the work on a self-funding basis at the end of the grant period.
- 1.10. Applications, even when on behalf of work in a specific local church, will be made by and with the support of the Circuit Meeting or equivalent body such as District Policy Committee.
- 1.11. The YWDGC will use a range of sources of information when considering grant

applications. In addition to the application form(s), these will include details of Circuit Model Trust Money held and information included in “Standard Form of Accounts” forms.

- 1.12. Grant applications towards an ecumenical project must demonstrate who will have oversight of the project and how the work will enhance the work of the Yorkshire West Methodist District.
- 1.13. The DGC will consist of the Chair of the District, the Synod Secretary, the District Grants Officer, the District Treasurer, the District Missional Property Enabler, and others duly appointed. Others may be consulted as appropriate.

2 Criteria

The Yorkshire West District Grants Committee, in responding to applications for a District Advance Fund grant will consider the extent to which the application:

- Meets the priorities determined by the District Policy Committee in respect of DAF grants, which include:
- Encourages growth rather than contains decline and demonstrates an imaginative investment in the future rather than maintaining inherited patterns.
- Enables outreach to the unchurched i.e., those of all ages who do not come to us, including support for evangelistic enabling work.
- Supports work which is directed towards mission and the development of buildings in that context. Only in exceptional circumstances will grants be made towards property repairs and maintenance. This will usually be to ensure that current legislation and best practice are upheld. There will need to be a strong demonstration of the impact of such work on the mission and ministry of the Methodist Church.
- Assists those Circuits and Churches which have limited human and financial resources to achieve their mission.
- Schemes which advance the Church’s work amongst society’s disadvantaged and vulnerable people.
- Schemes which make good use of resources by working ecumenically, where appropriate, in partnership with other organisations.

3. Applications

Before applying for a grant, applicants are strongly advised to discuss their situation with the District Grants Officer.

3.1 Connexional Applications (if available)

- 3.1.1 Fulfil the current application requirements as stipulated by the Connexional Grants Committee.

- 3.1.2 Applications will need to be submitted through the District in good time to meet the deadlines set by the Connexion, including New Places for New People projects.

3.2 Property and Personnel Grant DAF Applications

- 3.2.1 Application forms and other relevant information should be submitted to the District Grants Officer 2 weeks prior to the District Grants Committee (DGC) meeting at which the application is to be discussed.

Application forms should be accompanied by a copy of the latest Church or Circuit accounts, (not necessarily audited or examined), and a copy of the Church or Circuit Reserves Policy.

- 3.2.2 Grant applications must demonstrate that preliminary work has been carried out to identify a clear need for the work in question.
- 3.2.3 Grant applications must include clear and detailed plans as to how the work undertaken will address the identified needs and include a clear budget, demonstrating all potential partner funding.
- 3.2.4 Grant applications towards the costs of employing lay personnel must include prior consultation with the District Lay Employment Officer and must comply with any advice given by this officer and by Connexional officers.
- 3.2.5 Grants towards Mission and Ministry projects will initially be made for a maximum of 3 years (unless it is for Connexional stationing where a 5-year commitment may be necessary). Where applicable, projects receiving grants are encouraged to seek renewed funding at the appropriate point during their third year. Renewed funding is not guaranteed. Applications for extended funding must demonstrate the success and effectiveness of the project in question, and detailed budgets as in the original application.
- 3.2.6 Grant applications towards appointments within Connexional stationing must be received by the DGC panel by June of the year preceding the intended appointment. This enables funding to be in place before a profile is submitted in September for Stationing Matching in November.
- 3.2.7 All DAF applications for grants on a fixed-term basis (i.e., for more than one Connexional year), regardless of the amount applied for, will be the subject of a recommendation from the DGC to the District Policy Committee whose decision will be final.
- 3.2.8 The YWDGC will have authority to make DAF grants for single payments to each project or scheme and will report those actions to the next meeting of the District Policy Committee.
- 3.2.9 The District Grants Officer will notify the applicant of the outcome of their application and how to claim their funds.
- 3.2.10 District Grants Officer/District Treasurer will maintain a DAF account

showing details of income, grants paid and grants yet to be claimed so that a check can be kept on the amount of funds available. This account will cover both DAF Mission & Ministry Grants, DAF Property Grants and Action for Hope Fund.

- 3.2.11 Property grants will only be made in full accordance with the Connexional Property Consents Process, and requirements for listed buildings.
- 3.2.12 Grants may be claimed on commencement of the scheme; in order to avoid tying up funds unnecessarily, grants should normally be taken up within 3 years of approval being given. The District Grants Officer will liaise regarding the uptake of grants.
- 3.2.13 Where possible it is preferable for the applicants to attend the YWGC meeting, usually online, to articulate their proposals as the experience of the Committee often means that information can be exchanged that benefits the proposal.

3.3 The Joseph Rank Trust

- 3.3.1 Joseph Rank Trust applications can only be submitted by the Synod Secretary

3.4 Monitoring

- 3.4.1 Non-property fixed term DAF grants will be subject to monitoring by the DGC on an annual basis once the scheme has commenced.
- 3.4.2 DAF Monitoring and Evaluation forms will be issued in the anniversary month of the grant award for completion within 30 days.

4. Timetable

- 4.1 All DAF applications (Property and Ministry & Mission) will be considered at meetings of the YWDGC (and at the subsequent DPC meeting) which will occur 4 times per Connexional year and meeting dates will be published in the Synod handbook. The Yorkshire West Grants Policy will be reviewed by the YWDGC at least every three years and modified, if required, before submitting it to the DPC for approval.