

## YORK RECTORS FUND - GRANT APPLICATION GUIDELINES

Under Canon 46, the Incorporated Synod of the Diocese of Toronto delegates to a board of three commissioners the power to apportion the surplus income derived from the endowment of the First York Rectory to Rectors within specific geographic borders. Entitlement of a Rector to the fund is bounded by Steeles Avenue on the north, Humber River on the west, Lake Ontario to the south and Victoria Park Avenue on the east.

Rectors within the established boundaries are invited to submit applications to receive grants to fund special projects. The maximum amount of a grant awarded is \$25,000 per year for two years with the option to request a renewal.

### **Criteria for Approving Applications**

The Commissioners will take into account the following factors when awarding grants:

- The applicant must secure appropriate support (Area Bishop approval/Vestry approval).
- The applicant must demonstrate that their congregation has a strong commitment to sound financial management and provide an interim financial statement for the current year.
- The application should clearly articulate how the project or ministry will be sustainable at the end of the funding period.
- The Diocese is eager to share in both your challenges and your successes. Reporting back will be required.

### **Submission**

Please forward your completed Application and any required documentation by September 30 each year to:

York Rectors Fund Grants  
c/o Finance Department  
135 Adelaide St E  
Toronto, ON M5C 1L8

**Incomplete Applications will not be considered. All Applications must be submitted using the designated form. Please ensure you have answered all questions completely and that you include all required documentation.**

**Applicant**

Name of Applicant:	
Name of Project or Ministry:	
Parish/Congregation:	
Address:	
Telephone:	
Email:	
Grant Request:	\$

**Questions**

Please answer the following questions:

1. How do you plan to spend the grant money?
2. What are your objectives and goals for this project?
3. Who will be the leader responsible for this project and is there a team to support it?
4. How does this project align with the priorities of the diocese and the episcopal area?
5. How will you measure the effectiveness of your project? What does success look like?
6. What funds will you or your church contribute to this project?
7. What is the time-frame for your project?
8. How will this project continue to be funded after the grant has been spent?

**Required Documentation**

The following documentation must accompany the application:

- Letter of support from the Area Bishop and evidence of congregational support.
- A budget for the project
- Interim financial statements for the current year