

York-Simcoe Area Council: Grant Application Guide

NOTE: Please consult and ask the advice of your Clergy, Regional Dean and Area Bishop before submitting your application and read these guidance notes carefully.

York-Simcoe Area Council Ministry Development Grants seek:

- ***To support the mandate and purposes of the Anglican Church's mission and ministry in York-Simcoe Area***
- ***To enhance and develop parishes' mission and ministry, encouraging parish health, growth and evangelism***
- ***To improve the accountability to the Diocese of parishes receiving assistance, and of Diocesan leaders to Synod.***

Process

All parishes/ congregations / ministries who wish to apply for all types of Area funding must complete the Area Grant Application Form.

Please make sure that you have answered all the questions fully but succinctly. We recommend that the application be completed consultatively with the Incumbent, Churchwardens, and other members of the parish (e.g. Advisory Board, Parish Executive) or Ministry Leadership, in order to provide a broad perspective of the financial realities facing the parish/congregation / ministry.

If you have any questions, please contact the Area Bishop's office 905-833-8327.

Each application will be reviewed by the Area Bishop, Regional Deans and Area Council members. Following review and in consultation with the Area Council, a decision will be made and a letter indicating this decision will be forwarded to you by email shortly after the November/December Area Council Meeting.

TIP: Please remember that there are often quite several applications for the Area Council to review. It is much easier for them to relate to the information you provide if it comes in a standard format that is familiar to them, with all questions or requirements addressed fully, but as briefly as possible. Handwritten or incomplete applications will not be reviewed.

Diocesan and Area Priorities

The Diocese of Toronto's focus is on building communities of hope and compassion through investment in healthy parishes, strong leadership, appropriate infrastructure and responsive engagement with our neighbours. Our aim is that every part of the Diocese is shaped for mission and we serve that mission through Compassionate Service, Intelligent Faith and Godly Worship. God in Christ draws us as church and the whole creation to Himself in compassion, reconciliation

and redemption. Mission is an orientation of our lives, to turn and face outward into the world, to find where God is already active and to join in.

Within York-Simcoe we are also, at this point in time, focused on:

- The educating of both clergy and laity for the new roles that are emerging
- The creation of diverse parishes that are places of safety, compassion and hope
- Changing the DNA – the creation of inviting, welcoming parishes that are missional and strategic.

Area Grant Funding Available:

Area funding resources are limited but the Council has not set a maximum level for grant requests; however, we ask that you speak to the Bishop before starting any new project as there may be alternate sources of funding.

For large grant requests, please see the summary information on the Diocesan website as to other sources of funding within the Diocese, [Diocesan Grant Information](#)

Area Ministry Development Grants (AMDG)

The Council has provided funding to parishes seeking support for:

- Congregational Growth and Development
- Youth Ministry
- Lay leaders and vocational deacons participating in Leadership Training courses.
- Music Ministry
- Community Outreach Programs
- Parish Partnerships with two or more parishes working together for new and continuing ministry programs

Guidelines:

Projects or programs to be funded may be initiated by parishes, congregations or ministries, in consultation with their clergy, the ministry leadership and their Regional Dean.

- AMDG's are given to provide financial support for the creation or continuation of ministry in a situation where sufficient financial resources are not available from the parish or congregation.
- An AMDG is designed to be an interim measure while the parish or congregation develops a financial plan towards sustaining the programme and where intentional stewardship is in existence
- There is generally an expectation that the parish will contribute a proportion of the costs for any project - the contribution to be made by the parish should be clearly reflected in the application.
- Applicants should develop a three-year proposal, based on a declining grant amount and an increase in the portion borne by the parish or congregation.
- Grants for the second and third year are not guaranteed; for accountability applicants must submit an evaluation annually and an application for a second or third-year grant.
- Grants are not available to offset current debts or accumulated deficits, or for long-term salaries.
- Parishes or congregations are only eligible for one AMDG at a time.

Funding Criteria

AMDG's applications will be assessed according to the following criteria:

- Are the results to be achieved clearly specified?
- Does the plan reflect a desirable mission for the Church?
- Is the plan based on realistic assumptions?
- Has the parish or congregation real opportunity and potential for evangelism and growth?
- Are the financial resources, specified in the plan, adequate to achieve the plan?
- Is the plan to develop self-sufficiency realistic?
- How does this plan fit into the Area and Diocesan Priorities and goals?

TIP: When writing your application, please keep these criteria in mind. If Area Council members can see that your application clearly meets the funding criteria, you have a much greater chance of success.

FaithWorks Grants

The funding for FaithWorks grants represents a percentage of the donations parishes from our Episcopal Area have made to FaithWorks. The grants are to assist with parish and community outreach projects involving children, youth and adults in York-Simcoe.

Guidelines:

Projects/ programs to be funded should:

- benefit those outside the congregation
- focus on communities rather than individuals
- reflect Christian principles and the priorities of the Diocese
- involve those being served in the planning and management of the project where practical

Projects/programs to be funded may:

- be the work of a single congregation
- be the work of a cluster of parishes or a deanery or
- be the work of a not for profit organization

If request comes from or on the behalf of a not for profit organization, they must meet the following criteria;

- serve people within the boundaries of the York-Simcoe Area
- must be a registered charity or not for profit corporation
- must provide a service aligned with Diocesan/FaithWorks principles and priorities
- Is not already funded through Diocesan FaithWorks budget
- Is not part of the infrastructure of another religious denomination (e.g., Salvation Army)
- Is not a parish with a special project, these are supported by AMDG's

Preference will be given to projects which request a one-time grant, although ongoing projects will be considered after an evaluation process.

For All Area Grant Applications

To Apply:

1. Complete the Area Grant Application Form, using the questions as headings and making sure that all questions are answered; you are not limited to the space provided.
2. Applications must be typed; handwritten or incomplete applications will not be reviewed.
3. Include a proposed budget for the project/program.
4. Attach a copy of your latest Year to Date (YTD) financial statement. (You do not need to provide last year's audited statements **but** be prepared to provide them if requested.)
5. Include a draft budget for the next year showing the integration of the project/program
6. Organizations who apply for a FaithWorks Grant (or parishes/congregations that apply on an organization's behalf) must provide the following;
 - proof of status as a registered charity or not for profit corporation;
 - information about their other sources of funding; and
 - a list of current members of board of directors.

Accountability

- Projects/programs receiving funding will be required to submit a written report to Area Council within 30 days of the completion of the project/event, or, in the case of on-going programs, by the end of the year in which the grant is received. No further grants to a parish/congregation or organization will be considered until this has been received and reviewed.
- As well as an evaluation, the report should include reflection on the learnings for the wider Church from this experience, and answer the question 'Did the project meet your goals?' You should also include financial statements showing, if applicable both the revenue received and the disbursement of funds.
- All staff and volunteers must, as always, comply with Diocesan Screening in Faith requirements.

When they award a grant, Area Council will assign a link person to your project.

Submission and Deadlines

Applications should be sent **electronically** to: ysimcoe@toronto.anglican.ca. If you are unable to send electronically please contact Jennipher Kean to arrange delivery, 905-833-8327 or jkean@toronto.anglican.ca.

Applications for Area Ministry Development Grants will be reviewed in November and grants awarded at the December meeting only. Applications for FaithWorks Grants may be submitted throughout the year.

York-Simcoe Area Council meets four (4) times a year: March, May, October and December. AMDG Applications will be reviewed at the December Meeting.

2020 AMDG Deadlines -

1st Year AMDG Applications are due at 10:00 am on November 1

2nd and 3rd Year AMDG Review are due at 10:00 am on October 15

Unless otherwise stated, applications should be received at least two (2) weeks before an Area Council meeting.