

THE FUND FOR CHURCH GROWTH

supporting local mission and outreach in Parishes, LMGs and Deaneries

The Fund for Church Growth's objectives are: To assist directly and to develop the ministry and mission of the church at all levels (Parish/LMG/Deanery) by offering financial support to projects and posts, e.g. employment of youth workers, lay workers, chaplains, mission advisers; establishment of church cafés, re-ordering buildings to enhance or develop local mission, pensioners' lunch clubs, etc. Wherever possible and appropriate, ecumenical involvement should be encouraged.

THE AIM OF THE DIOCESE is to resource and encourage confident Christian communities which express joyful hope in the Gospel for the sake of the world which they serve.

THE MISSION STRATEGY of the Diocese is *Changing Lives, Changing Churches for Changing Communities*. This is supported by four core aspirations – calling; transformation; renewal; reshaping.

Notes for applicants

The Fund for Church Growth is able to offer grants and loans. All applications will be considered on merit and weighed against other current applications. Applicants will need to clearly show how the project will add to the mission and witness of the church. Please note that loans may be offered in respect of repair projects but grants are not available for this purpose. Support for long term projects/posts may be on a reducing sliding scale, e.g. £x in year 1; £x in year 2, etc. Grant and Loan offers remain open for a period of two years. If at the end of that time the funds have not been taken the offer will be withdrawn. Where a parish is not up to date with its Parish Share, they are normally not eligible for consideration of a grant. If a grant offer has been made and the parish subsequently fails to make its Parish Share payments in full, monies still payable under the grant may be withdrawn.

Before any application is made applicants are advised to seek as much advice as possible, e.g. the Diocesan Youth Department should be consulted in connection with the appointment of youth workers, Diocesan Advisory Committee regarding faculties, etc. The Archdeacon should be consulted about the proposal.

When an application is received at the Diocesan Office, normally a visit from an assessor will be arranged. He or she will make contact with the Parish/LMG/Deanery concerned and will usually arrange to visit the Parish/LMG/Deanery to discuss the proposed project/post. The assessor will then be able to speak from first hand knowledge when the application is subsequently considered by the committee. The committee will discuss the application and make a recommendation as to what level of support (if any) they feel able to make and whether it should be in the form of a grant or a loan.

All applications will be referred to the Archdeacon concerned for his/her comments on the project.

The Chairman has authority to deal with applications up to £2,000 on a *fast track* basis, i.e. outside of committee, but wherever possible we prefer applications to go to the quarterly meetings.

Some helpful notes when employing people

Before a parish/benefice/deanery/LMG employs anyone they need to consider employment issues such as contracts, pension provisions, payroll, tax, insurance etc. There are many useful websites (see list below). In particular the HM Revenue and Customs website should provide you with all you need with regard to employment, payroll and tax. The Association of Church Accountants & Treasurers (ACAT) handbook has a complete section on employment issues. (The current subscription to become a member of ACAT is £12.50 p.a.)

<http://www.hmrc.gov.uk/employers/employing-someone.pdf>

<http://www.acat.uk.com/acat/index.htm>

<http://www.cipd.co.uk/subjects/emplaw/?area=hs>

<http://www.cipd.co.uk/onlineinfodocuments/factsheets.htm>

The Accounts Department at the Old Deanery will, of course, try and assist with information and our HR Consultant, Richard James, is available to assist with contractual matters.

When recruiting youth workers, the Diocesan Children and Youth Advisers offer a wide range of advice and support for the selection, recruitment and employment of paid youth /children's workers and trainee students.

<http://www.bathandwells.org.uk/index.cfm?fuseaction=children.content&cmid=231>

The Fund Assessors meet four times a year (normally March, June, September, December). Actual dates are available from the Fund Secretary.

Applicants should ensure that applications are received at the Old Deanery at least one month before the next meeting in order for the application to be scrutinised and a Fund Assessor to visit.

COMPLETED APPLICATION FORMS (pages 3, and 4 together with any supporting papers) should be sent to:

The Fund Secretary, The Diocesan Office, The Old Deanery, Wells BA5 2UG

telephone: 01749 670777 (switchboard) or 01749 685101 (Direct Line)

e-mail: gill.davey@bathwells.anglican.org



DIOCESE OF BATH & WELLS

Changing Lives, Changing Churches for Changing Communities

THE FUND FOR CHURCH GROWTH APPLICATION FORM

GRANT request / LOAN request (please circle)

NAME OF PARISH / DEANERY/LMG:

If applicant is a parish the most recent population, church membership, electoral roll figures and Parish Share details must be given

Population:	Church Membership:	Church Electoral Roll:
Parish Share category: A, B, C, or D Is your Parish Share paid up to date: Yes / No		

NAME AND ADDRESS OF CORRESPONDENT FOR THIS APPLICATION

Name:
Address:
Tel:
Email:

DESCRIPTION OF THE PROJECT/POST AND DESCRIBE HOW THIS WILL ADD TO THE MISSION AND WITNESS OF THE CHURCH

(Please enclose plans, appeals, brochures etc where applicable in support of the application.)

1. Total Cost of Project (including VAT and fees if applicable):

2. Have you applied to other grant-making bodies for Funding:
(please list individually source and amount)

Name of Grant-Making Body	Amount applied for	Amount awarded

3. Balance still to be funded:

4. Please state plans on how you propose to meet this balance?

5. Your Accounts Summary

Last Financial Year:	Year end:	Unrestricted	Restricted	Total
		£000	£000	£000
Income				
Expenditure				
Net				
Net Assets				
Cash & Short-term Deposits				
Previous Financial Year:	Year end:	Unrestricted	Restricted	Total
Income				
Expenditure				
Net				
Net Assets				
Cash & Short-term Deposits				

Please attach your last complete set of accounts. Has there been expenditure or income since these accounts were produced which would materially alter the financial position?

I the undersigned confirm that this application is made on behalf, and with the full knowledge, of the PCC/Local Mission Group/Deanery Synod.

Signed: Date:

Incumbent / Churchwarden / Treasurer / Secretary / Chair

[please delete as appropriate]