



Community Ministries

Seeding Grant program for Community Ministry Initiatives

This document is in two sections:

- ***Information***
- ***Application***

***Please read both sections thoroughly
before commencing an application.***

INTRODUCTION – What are seeding grants?

Seeding Grants are funds and resources for **new initiatives** by congregations to work with and support people beyond their congregation yet within their neighbourhood.

Seeding grants are intended to help congregations take new initiatives in caring with people in their local neighbourhood. They aim to identify and mobilise the strengths and capacities of a congregation and its neighbours.

The motivation for initiating a program through a seeding grant includes:

- Respond in practical ways to evidence-based local needs.
- To show interest in and respect for other people.
- To appreciate and make use of our abilities.
- To build up a community's ability to respond to its own needs by drawing on the strengths it already has.

Seeding grants are funded by Baptcare through its Community Ministries Program. The seeding grants program shares Baptcare's wider aim of "bringing care to life".

Are there some programs Seeding Grants will not cover?

Seeding grants are not intended to cover:

- operating costs for, or adaptations of existing programs
- significant salary costs, as we prefer to mobilise volunteers from congregations.
- programs which significantly benefit current congregation members or adherents
- programs predominantly involving bible teaching or evangelistic activity.
- to purchase significant amounts of equipment unless clearly and specifically justified within the application.
- Building works or other major capital or property expenses.

Who is eligible to apply for a Seeding Grant?

The Seeding Grant scheme is open to congregations of the Baptist Union of Victoria.

A congregation may be awarded only ONE grant from the Seeding Grant fund in any one year. First time funding will receive a higher priority in assessing applications.

Congregations who have applied to other sources of funding for the same program or previously received funding for this program need to declare this in their application to Baptcare.

Programs are expected to commence within six months of approval, and can continue for up to twelve months from commencement.

How might Baptcare respond to applications?

Baptcare has a variety of ways of responding to applications:

Full funding; partial funding; matched funding e.g. dollar for dollar with local congregation; in-kind support; or to decline the application.

POSSIBLE USES OF SEED FUNDING

Seeding grants can potentially cover, but are not limited to these activities:

Events or Seminars: Grants may be used for one-off events that respond to an identified need or interest of the community. Such events can highlight an issue, or become a starting point to an ongoing program. For example: a public meeting to discuss homelessness, or depression, or low-cost housing. Seeding grants are not for funding attendance at other organisations' events or conferences.

Short term programs: Such as holiday programs, community education, training courses, parenting programs, and other programs of up to about four weeks duration.

Longer term programs: Such as special needs support groups, homeless prevention, mentoring initiatives, and other programs. Seeding grants can be used to contribute to pilot a longer term program.

Emergency relief and material aid: Programs that provide immediate short term responses to people in necessitous circumstances.

Research and Development: Congregations are encouraged to build networks in their neighbourhood and to research opportunities to respond in partnership with other local organisations. Congregations are also encouraged to reflect on the strengths and gaps in their own "skills set", and consider how this will inform their contribution to their community. Funding can be used to cover staff time to harness such research as part of the congregation's engagement in this process.

What are the criteria used to assess applications?

Successful applications will reflect most of the criteria listed below:

Innovation

1. This is a new initiative in community ministry by a congregation of the BUJ.
2. This is a new initiative for the local community.
3. This program responds to a clearly demonstrated group of people outside the congregation.

Assessment of strengths and/or needs.

4. The reason for the initiative is well demonstrated.

5. The application demonstrates consideration of the congregation's strengths and weaknesses.

Quality of the application

6. The application shows that the congregation has consulted with other people or organisations involved in the same field.
7. The initiative could be documented for other congregations to learn from and apply where appropriate.
8. The budget is adequately detailed and justified.

Ongoing Viability

9. Sufficient funds for the purpose are not available from other sources.
10. The project is feasible, given time and budget constraints.
11. The congregation has demonstrated its support for the initiative.

What other policies affect Seeding grant programs?

Community ministries established through seeding grants are subject to the relevant policy and legal frameworks that apply in their field of ministry. This includes the Duty of Care and Code of Ethics of the Baptist Union of Victoria, and relevant State and Federal legislation.

DATE DUE and AMOUNT AVAILABLE.

Seeding grant applications are due on April 30 and September 30 2009.
Seeding grants are available for amounts of up to \$10,000.

What do we do now?

Obtain an application form. Contact the Community Ministries Co-ordinator on 039831 7221, or email your request to comm.min@baptcare.org.au.

An extensive range of information and resources on community ministries is available on the Baptcare website at www.baptcare.org.au, under 'Services', 'Community Ministries'. Application forms are also available on the website.

Consultation with the Community Ministries Coordinator is required to ensure an application fits the guidelines and the nature and purpose of the seeding grants program.

Complete your application form by the due date. Please note these two points about your application:

1. **Applications should be no more than five (5) pages long.**
2. Email copies are acceptable, provided a signed copy is forwarded to Baptcare within seven days.

ASSESSMENT PROCESS AND GRANTS ADMINISTRATION

April 30 and September 30, 2009	Applications due with the Community Ministries Co-ordinator of Baptcare. PO Box 230, Hawthorn 3122. Ph. 03 9831 7221.
Up to June 30 and November 30 2009	Applications considered by Baptcare.
July and December 2009	All applicants notified of the outcomes. Dates negotiated for cheque presentations in church services of successful applicants.

Partnership with Baptcare

Baptcare is making funds available for local churches to engage with their local neighbourhoods through relevant and connected community ministries. Baptcare is keen to assist in the evaluation and to provide ongoing support for projects/programs it funds and to work in partnership with those who seek funding. The exact nature of this support will depend on the needs of each project/program.

Baptcare will also wish to use information regarding this partnership to inform the wider Baptist community through a number of our publications.

As implied above, Baptcare will also require regular reports regarding the project/program and achievement of project/program goals.

THE APPLICATION

Please use the following headings in your application.

Names of Applicant(s)

Provide of congregation or congregations, and leaders in the program.

Project Title

Provide a short descriptive title of **not more than 20 words in length.**

Program Plan

- What are the major aims of the program?
- For each aim, what are the tasks you will undertake?
- What resources will you need to complete these tasks?
- What are the major milestones in setting up, running, and evaluating the program?
- How much 'staff' time (paid and unpaid) will it take to run this program.

Key Criteria

Please provide a short answer to each of these aspects of your application.

Innovation

1. Is this a new initiative in community ministry by a congregation of the BUV?
2. Is this a new initiative for your local community?
3. What is the target group of people outside your congregation this application is seeking to support?

Assessment of strengths and/or needs.

4. What existing strengths is this program affirming among the people you aim to work with?
5. What existing strengths is the congregation mobilising through this program?

Quality Preparation

6. Which other people or organisations outside the church have you consulted while planning for this program? (Attach letters of recommendation if available). What statistical information supports your application? (E.g. Census results from the Australian Bureau of Statistics)
7. Can this program be documented for other congregations to learn from and apply where appropriate?
8. Is your budget adequately detailed and justified?

Ongoing Viability

9. Are funds available from other sources for this project?
10. Is the project feasible within the time and budget constraints you have nominated?
11. How has the congregation demonstrated its support for the initiative?

Budget

Outline the budget according to the aims, tasks, and resources needed to complete the project.

Total funds requested**Reporting, Documenting and Evaluating the Program**

Give details of:

- how you intend to report progress of the program,
- record what happens in the program,
- how you intend to measure its effectiveness, and
- when the final report can be expected.

Include details of relevant insurances covering this program.

Previous Seeding Grants

If applicable, give details of previous Seeding Grants awarded to the congregation.

Any other information you believe relevant to your application.

Obligation to Baptcare

Recipient churches agree to providing a slot in a Sunday morning service to receive the cheque from a Baptcare representative, and to allow up to a further 20 minutes in that service for that representative to present a short DVD and/or make a short presentation on the work of the organisation, along with a photo opportunity. In addition, churches agree to Baptcare using publicity associated with the scheme/grant in its promotional literature (subject to reasonable privacy constraints).

Signatures

The application should be signed off by the Pastoral Leader, and the Chair of the Diaconate (or similar body).

Applications which do not follow these headings, or which exceed five (5) pages, may not be considered.