**Guidelines for Wimala Presbytery Small Grants Application**

Wimala Presbytery has made limited financial resource available for member congregations and faith communities to request funding support for small projects on an annual basis. Wimala Presbytery Small Grants are designed to help fund new initiatives in worship, mission, and discipleship formation. Mission is defined as activities that promote Christ centred witness, service, and community connection.

### **Funding details:**

Grants of up to $5,000 can be used for:

* Trialling a new mission activity or event.
* Purchasing equipment or supplies.
* Education or upskilling volunteers and/or employees
* Enabling wider participation in congregational or community ministry or mission.
* Improving or extending the scope of an existing missional activity.

## (Grant applications may contain more than one activity type within the requested amount. i.e. purchasing equipment, plus, upskilling volunteers)

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## **Applications:**

To make a successful application you will need to:

* Tell us what you want to do and how much it will cost.
* Show how it fits in with the goals of your congregation.
* Say why you need *a grant* to do it.
* Name the team that will put it into action (or at least the team leader).
* Outline how you will know if the project has been successful.
* Be approved by a congregation’s Church Council or Faith Communities leadership team.

It will be an advantage if your grant request includes other sources of income for the project, including other grants, congregational support, or in-kind support.

Congregation and Faith Communities may apply for one grant each calenda year.

## The following items will not be funded:

* Core (normal) congregational or ministry area operating costs (e.g. Ministers stipend,

core staffing, rent, insurances, utilities, internet, phone, video conferencing, normal administrative costs.)

* Funding for items, services, or resources already paid for or purchased but not related to the activities defined in the grant application.
* Funding for items, services, or resources already paid for or purchased related to the activities defined in the grant application but made more than 90 days prior to the application date.
* Marketing and promotion specific to the congregation’s or ministry area’s existing services.

Applications may be sent by mail or delivered to: Wimala Presbytery Treasurer, Funding Application, GPO Box 2145, Adelaide SA 5001. Or be emailed to: wimala.treasurer@sa.uca.org.au

**Application Processing**:

Fully completed applications received more than 7-days in advance will be reviewed at the next Wimala Presbytery Standing Committee meeting, or, if received less than 7 days before the Wimala Presbytery Standing Committee meeting, postponed to the next available meeting. Applicants will be notified accordingly by email.

In considering the Grant application, Standing Committee may elect to obtain further information from the applicant, may elect to consult across other Wimala Presbytery committees or functions, or with other Presbytery or Synod committees or functions as is appropriate, prior to making a final determination. Where possible, this process shall take no more than 2-months from date of application receipt.

Standing Committee may consider grant applications for amounts greater than $5,000 per application, or multiple applications within a 12-month period from the same member congregation or faith community, by prior negotiation only.

The Wimala Presbytery Standing Committee will endeavour to providing regular funding application progress updates to the applicant by email.

# **Review Request:**

Requests to review the outcome of a funding application can be submitted detailing information and providing further evidence to support the review request being made. Review requests must be submitted in writing within 30-days of notification date of the determination made to the Wimala Presbytery Secretary by email to wimala.secretary@sa.uca.org.au.

The Standing Committee will follow the application process as detailed above considering new or revised information.

The decision of the Wimala Presbytery Standing Committee following a review is final.