

Applying for a Grant from the District Advance Fund (DAF)

What is the District Advance Fund? Every Methodist Synod is required to have a District Advance Fund (DAF) and in this District grant applications are considered by the District Resourcing Mission Group (DRMG).

What is the District Advance Fund for? The DAF is for the support of personnel in the circuits or churches, for property schemes and for ecumenical work. See Standing Order 963 (3) for details. Grants are mainly made for work that focusses on District or Connexional priorities for mission and ministry.

Where does the DAF money come from? The DAF is resourced with levies on Circuit Advance Funds (CAF) and from the Connexional Advance and Priority Fund (CAPF).

Who is on the District Resourcing Mission Group?

District Grants Officer	Vacancy
District Chair	Rev Angela Long
District Advance Fund Treasurer	Mr Michael May
District Officer and Minute Secretary	Mrs Alison Godfrey
Other Members	Mr Martin Hodgkinson
Other Members	Mr Ralph Osgerby

How do we make an application? There are separate application forms available for new work, continuing work (where an initial grant has already been received), equipment, courses and ecumenical projects (new and continuing). These can be found in the "[Grant Funding](#)" area of the District website or by email from the District Office or Grants Officer.

What is the deadline for an application?

DAF Application Deadline	30 th September
Assessments and clarifications	October to November
Meeting of DRMG to consider applications	October to November
Grant meeting if residual funds available	Spring

Applications for under £2,000 can be considered outside of meetings and therefore submitted at any time. If residual funds are available after the first grant meeting applications made later in the year may be considered.

Decisions made at the grant meetings will be advised as soon as possible after these meetings.

Need help with your application? A member of the District Resourcing Mission Group will be happy to visit you to look at your project and to give advice. Superintendents (and applicants with their Super's knowledge) are encouraged to make enquiries prior to submission of an application.

Priorities for grants. All applications must have a clear mission objective in line with the priorities identified in Faithful and True (see <https://www.lincolnshiremethodist.org.uk/home/faithful-true.html>).

Does the District Resourcing Mission Group do anything else? Yes! Any applications for Connexional grants need to be signed off by the District Chair and District Grants Officer and are therefore considered by the DRMG. In addition applications to the Joseph Rank Trust (JRT) (an independent charity that supports Methodist causes) must be brought to the DRMG for approval on behalf of Synod ([link](#)). Check the Connexional and JRT deadlines to ensure that the DRMG has adequate time to consider your application.

Property Schemes – applicants seeking a grant for a property scheme are to consult the District Property Secretary before making an application to the District Advance Fund. You need to register the project on the Property Consents website and the Property Project ID must then be quoted on your DAF application form.

Personnel – projects that will involve employing someone e.g. a youth or family worker must consult the District Lay Employment Secretary prior to making an application.

Ecumenical Projects – priority will be given to applications where the Methodist Church is a partner.

What size are the available grants? Grants will not normally exceed one-third of the total project cost.

Subject to this awards may be for:

One-off grants – up to a maximum of £15,000

Term grants – up to £12,000 per annum for up to three years

(Continuation applications for more than 3 years can be made)

Equipment Grants (e.g. audio visual/IT) – maximum of 25% of the invoice

Courses for lay people – up to one third of cost matched by individual/church/circuit.

(Ministers should consult with the Chair of District regarding training needs)

Term grants may be of a level or a reducing basis. Applications should show how the work will be financed on expiry of the grant. Despite the expectation that ongoing work will be self and/or externally funded Continuation Grants may be considered on receipt of a “Continuation of Work – follow on grant” form.

Will we need other sources of funding? A DAF grant will normally be part of a funding package. Applicants should therefore explore external funding e.g. Charitable Trusts or Landfill Tax and Partnerships with churches/circuits, other denominations, non-church grant funders, Connexion or secular agencies.

Submitting your application – as well as the application form you will need to submit:

- The Circuit/Church Growth Plan (formerly known as Mission Plan)
- A project proposal or business plan demonstrating how it meets the policy and has achievable and measurable goals. This should include a full budget and contractors’ quotations if applicable
- Copies of Church/Circuit accounts
- The Job Description and Person Specification (where applicable)
- Copies of confirmation letters from other grant providers.

Please note that all applications require the prior support and approval of the circuit.

Payment of Grants: Grants for Property Schemes are released via the online consents process when District consent is given. This is generally when 80% of the funds are available. All other grants are paid on written confirmation to the Grants Officer that the work has commenced or a person has been appointed.

What if the project doesn’t start in the anticipated timescale? Grants will lapse if not claimed within two years of approval. Written requests to extend will be considered but need to be received before the expiry date.

Monitoring and Evaluation. Upon the first anniversary of release of the grant successful applicants will be required to provide an evaluation of their grant aided project. The DRMG’s assessment of this report against the aims and objectives stated in the original application will determine the continuance of the grant. Evaluation of property grants will be required one year after completion of the scheme and require evidence of how the work has enhanced mission initiatives and their outcome.