

SHEFFIELD DISTRICT METHODIST CHURCH

FUNDING FOR LEARNING AND DEVELOPMENT

TERMS OF REFERENCE, GUIDANCE AND ALLOCATION CRITERIA

Please read these carefully before filling in the Grant Application

1. The District Learning and Development Fund is used to primarily support non-CDiM, learning and development activities of Methodists in the Sheffield District. Priority will be given to people who have no other learning and development grant entitlement, especially first time applicants, but applications from staff, including presbyters, will also be considered.
2. Applications for support from the Fund are welcomed from individuals, groups or churches who are seeking learning and development to fulfil their mission and ministry or develop skills to enable mission and ministry.
3. Applications should be directed to the District Office for advice and consideration from the Learning and Development Working Group.
4. All grants will be dependent upon the availability of funds within the District Budget for Learning and Development. Grants will be considered 4 times per annum and decisions will be made and communicated within 4-6 weeks of the application (see the Sheffield District website and the Weekly Newsletter for details of the next deadline).
5. The Fund is available to support the following categories of learning activities:

5.1 Courses, workshops, study programmes and other learning events or activities

- Learning activities to develop individuals who have a District role (lay and ordained) as well as District groups/committees, where the learning event is directly relevant to that role and increases the capacity of the individual or group in their roles;
- Learning activities which develop lay individuals who do not have a District role but where the learning will make a significant contribution to mission and/or ministry across the District, across a Circuit or in an individual church;
- Learning and development activities which develop groups such as house-groups, or groups which have identified specific learning and

development needs to fulfil their function eg nurture groups; children and youth work volunteers; worship groups.

- The level of support will be considered on an individual basis;
- Costs of attending courses, such as Mission Shaped Ministry (MSM); Encounter or Regional retreats, will be supported according to regional policy.

5.2 Grants for Higher Education courses

- Applications for grants will be considered for ministers and lay employees towards the costs of substantial long-term part-time courses, normally up to a maximum of three years.
- Presbyters and deacons stationed in the district can apply for a grant in line with current Connexional policy. Grants will be awarded in line with the Connexional HE Grant-giving policy.
<http://www.methodist.org.uk/learning/scholarship-research-and-innovation/scholarship/study-support>
- Lay employees (employed under S.O. 405 or 570/1/2) can apply for a grant as long as they are also financially supported by their employer. Grants will be given on the same basis as Connexional Scholastic Research and Innovation (SRI) Grants for courses that will make a significant contribution to their personal development and work within the District.

5.3 Learning Opportunities and activities

The provision of learning opportunities for the District, a Circuit or Church/group of Churches. However, we generally expect such learning events to be self-financed through modest charging.

5.4 Donations

Donations, agreed by the District, to outside bodies who are providing learning opportunities to Methodists in the District in line with District and/or Methodist Church priorities.

5.5 Learning & Development Costs

Costs to support the provision of learning and development activities organised within the District.

6. Applicants who receive funding will be expected to complete a simple feedback form on completion of the learning activity or the end of the grant period.

SHEFFIELD METHODIST DISTRICT

Application for a Grant from the District Learning and Development Fund

Please complete all relevant sections of this form using the guidance above and return on-line to: admin@sheffieldmethodist.org

or by post to: The Administrator, Sheffield District Office.
Victoria Hall Methodist Church, Norfolk Street, Sheffield S1 2JB

Name:	Your Church and Circuit or Organisation:
Address:	Email:
	Telephone:
	Present role: Eg church steward; youth worker; church member
What sort of learning activity do you want to do?	
What topics/themes with the learning cover?	
How will this help you in your ministry or the church/organisation in their mission?	

When will the activity take place? (start and end dates where relevant)	
Where will the activity take place?	
How much time will the activity take: (Please indicate the duration of the course or activity)	
For which type of grant are you applying? (Please see the guidance notes for the allocation of grants)	
<ol style="list-style-type: none"> 1. Course / Workshop / Study Programme 2. Academic Grant 3. Learning Opportunity 4. Donation 5. Learning & Development Costs 	
What is the total cost of the activity? £	How much are you applying for? £
Please provide as much evidence as possible If possible, please show the breakdown of your application as follows:	
Fees	£
Travel Costs	£
Books/materials	£
Other (eg grant or donation towards a larger cost)	£
What is your Circuit/Church contributing towards the cost of this activity? (in cash, or kind/time)	£

Any additional information to support your application