

Ministry Support Fund

GUIDELINES

1. Presbytery Standing Committee establishes a Ministry Support Fund.
2. The Fund will comprise offerings received at Presbytery services of Induction and Commissioning.
3. Accumulated funds from these offerings will remain in the Presbytery general account, but will be noted as held for the purposes of the Ministry Support Fund and will be accounted for separately. The balance of available funds will continue from one FY to the next.
4. The purposes of the Fund are to:
 - a. assist ordination candidates in South Moreton Presbytery to undertake studies or participate in activities relevant to their training and formation for ministry;
 - b. assist those serving in the specified ministry of Pastor to continue their theological training and other forms of ministry development beyond what is able to be funded through their annual CEM allowance;
 - c. assist accredited Lay Preachers to continue their theological training and other forms of ministry development.
5. Applications will be accepted from persons within the Presbytery approved by the Synod Selection Panel as candidates, those commissioned to serve in the Presbytery as Pastors, and those accredited as Lay Preachers.
6. Funds will be available for the following general purposes:
 - a. Enrolment in relevant courses of study for which Fee-Help or other Government assistance is not available;
 - b. Registration and attendance at relevant conferences and similar events;
 - c. Travel to attend relevant conferences and similar events;
 - d. Purchase of relevant books or other resources.
7. Funds will not be offered for the following purposes:
 - a. Living costs;
 - b. Enrolment in courses where Fee-Help or other Government assistance is available;
 - c. Enrolment in Lay Preachers' subjects (support is available through the Alcorn Fellowship Trust);
 - d. Spouses accompanying a candidate or Pastor to an event or conference.

8. The minimum grant is \$100, the maximum grant is \$1000, for any individual person in one calendar year.
9. Applications must include all relevant details of the proposed undertaking; how this relates to their specific ministry training, development or formation, and proposed outcomes; the overall cost and the amount being applied for; and payment details for the supplier or provider. Web links, brochures, registration forms, etc, should be provided so Presbytery has a full picture of what is proposed.
10. Pastors receiving an annual CEM allowance must fully expend that allowance before applying for assistance through this Fund. They will need to demonstrate with their application that they have fully expended that allowance in the relevant calendar year.
11. Wherever possible, approved applications will be funded by Presbytery paying the costs directly to the supplier. Where payment is to be made to the applicant, they must provide all invoices and receipts to account for expenditure of the grant, and refund to Presbytery any unexpended funds from the grant.
12. The Fund will be managed by a Ministry Support Fund Committee.
 - a. The Committee will comprise the Pastoral Relations Committee (PRC) Chair (ex officio, and convenor) and two others appointed by PRC. The two appointees need not be members of PRC.
 - b. The Committee has the authority to approve or reject funding applications according to these guidelines.
 - c. The Committee will meet as required and may consider applications by email and make decisions by Flying Minute.
 - d. Committee decisions regarding applications must be unanimous. Split decisions will be referred to PRC (either meeting, or Flying Minute) for determination.
 - e. The Committee will report to PRC in July and December each year listing grants approved, applications declined, and balance of funds.
 - f. The Committee may seek permission or advice from PRC in respect of specific applications.
13. PRC will report to Presbytery meetings on the activities of the Fund as it deems desirable.
14. Changes to these guidelines will be determined by Standing Committee on the recommendation of PRC.

Approved by PSC 24 April 2018