Ilam Lodge Endowment + Evangelism
FUNDING CRITERIA

1. **Beneficiaries:**
   Funds from these sources are given as a grant and are for the benefit of churches or districts, in their mission endeavours, which make up the South New Zealand Conference.

2. **Application Date:**
   Applications must be received by the conference office by **30 September.**
   (No applications will be accepted after this time.)

3. **Project Selection Criteria:**

   i. First preference will be given to projects that further the mission of the Seventh-day Adventist Church by impacting the (Non Adventist) community <u>and are also in line with the conference strategic plan</u>. Such impact may occur through Evangelistic Endeavour, Health Ministries, ADRACare Community Facilities, or Educational Development or from other categories deemed appropriate by the Executive Committee.

   Note: <u>Local church share of ADRA Church Partnership Program (CPP) funding cannot be requested through Ilam Lodge.</u>

   ii. Applications will only be considered after they have received endorsement of the relevant applicant board.

   iii. Projects that have the potential to become a self-funding ministry of the applicant will be given priority.

   iv. A contribution to the project by the applicant will normally be expected, however the Executive Committee reserves the right to vary this requirement according to the specific challenges outlined.

   v. Projects may be of capital or operational nature; however projects will not normally receive funding greater than $15,000 in any one year. In exceptional cases the Executive may allocate (a project) up to $45,000 spread over a three-year period.

   vi. Should there be insufficient suitable (first preference) projects, the Executive Committee will consider requests for the renovation or maintenance of existing church buildings.

   vii. <u>As part of the project application churches should demonstrate an intentional strategy to improve the health of the church through consultancy and coaching, such as Natural Church Development (the cost of which may be funded from Ilam Lodge Endowment.</u>

Ilam Lodge Endowment + Evangelism
FUNDING PROCESS

1. **Request for Funding:**
   *To apply for funding applicants must use the **Funding Application** form, listing on it each project that funding is being applied for. For each project listed, a **Project Funding Request** form must be submitted with the application form.*

   Notes for Project Funding:
   - Budget estimations must appear realistic rather than 'guesses' and detailed costings will be required.
   - No funding will be made available for the use of church facilities. This also applies to claims for use of electricity. It is expected that the local church will cover this cost.
   - There are several mediums of advertising and it is important not to overspend in any one area. A good rule of thumb for advertising is to allocate about one third of your budget for it. However keep in mind that the most effective form of advertising is church members inviting their friends.
   - For Bibles and other resources check with the conference office for the best source to obtain what is required.

2. **Funding Allocation:**
   Executive Committee will allocate funding according to the funding that is available for that year. This will take place at the Executive Committee meeting following the 30 September funding application deadline.

3. **Release of Funds:**
   For projects that are allocated funding, applications can either:
   a. Receive 50% of the funding up front when the project is about to be undertaken then request reimbursement for the remaining funding spent once the project is completed, or
   b. Request reimbursement for the full amount of funding spent on the project once completed.

   Note: Funds will not be released until after the implementation phase of consultancy or coaching has begun.

   *A **Reimbursement Request** form must be used to request reimbursement on completion of the project and must be accompanied by a report on the completed project using a **Project Report** form.*

4. **Unspent Funding:**
   Any unspent funding will lapse after 30 September in the year funding was allocated for use, unless a request for the funding to be carried forward is received before or on that date.

   *To request that funding does not lapse a report on the progress of the project needs to be submitted using the **Project Report** form.*

5. **Reallocation of Funding:**
   Funding allocated to a project cannot be used for a different project, without authorisation from the Executive committee

   A request for reallocation of funding can be made by letter to the Executive Committee.

Ilam Lodge Endowment + Evangelism
FUNDING APPLICATION

1	Church/Group	Name	

2	Local contact	Name	
		Phone number	
		Email	
		Address	

3 Projects

For what project/s is Ilam Lodge Endowment/Evangelism funding being requested?

- In the table below please specify project name and the level of funding being requested (R), provided locally by the Church/Group (L) and from other sources (O).
- If listing more than one project, list projects in order of importance (1 = most important).

Project name	Request $ (R)	Local $ (L)	Other $ (O)	Total $ (R + L + O)
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
Totals				

4 Approval

Has this application been approved by Church/Group?

Yes ▶ Date approved

/ /

Signatures

✍ Leader or Church Pastor

✍ Head Elder

No ▶ *Application cannot be submitted without approval.*

5 Attachments

Have separate Project Funding Request forms for each project listed in question 3 been included with this application?

Yes ☐

No ☐ ▶ *Only projects with a Project Funding Request form attached can be considered for funding.*

6 Date due

This application must be submitted before the last Monday of October