



## LUTHERAN CHURCH IN GREAT BRITAIN

### APPLICATION for project funding for MISSION & DEVELOPMENT

#### BACKGROUND & PROCEDURE

The Trustees of the Lutheran Church in Great Britain have designated up to a total of £10,000 for member congregations to fund projects during the two years 2010 and 2011. The Mission & Development Fund aims to support both the central organisation of the LCIGB and individual congregations, in developing

- Improved management and administration, including governance and charity registration, e.g. increased awareness of regulations and obligations for charitable organisations;
- Good stewardship, financial transparency and accountability;
- Education projects for lay workers within congregations, for example in youth work, stewardship, mission and outreach.
- Mission and outreach projects

This funding is made available through

- (1) a grant from the Lutheran Council of Great Britain and
- (2) fundraising activity within the LCIGB,

and is subject to special terms and conditions.

Applications will be considered by the Finance Committee of the LCIGB after which recommendations for grants will be made to the Trustees of LCIGB for final decision on the awards to be made.

Applications will be assessed in relation to:

- the clarity of the project's goals;
- the impact that planned activities will have in achieving the goals;
- the likelihood of the project making a significant contribution to the congregation's outreach in the community;
- the adequacy of systems and controls for the management of the project;
- the sustainability of the project;
- the ability of the applying congregation to part fund the project from existing resources.

*N.B. Application to fund clergy salaries will not be considered, as the LCIGB supports this through annual grants specifically for that purpose. ALL QUESTIONS ON THE APPLICATION FORM MUST BE ANSWERED OR THE APPLICATION WILL NOT BE CONSIDERED.*

Recipients of grants will be expected to submit a report within 12 months after receiving a grant (but no later than 31st December 2011 for projects in 2011) to indicate how the funds were used and what they achieved.

The information requested may be given on separate sheets and the Finance Committee and/or the Trustees of the LCIGB may ask for further information.

**The deadline** for receiving applications for 2010 is **Friday, 15th January 2010**. **Decisions** on awarding grants will be made by **Saturday, 20th March 2010**. **All sections of the application form below must be completed**. The completed form should be sent to:

**The Treasurer, Lutheran Church in Great Britain, c/o Norwegian Church, 1 St Olav's Square, London SE16 7JB ([treasurer@lutheranchurch.co.uk](mailto:treasurer@lutheranchurch.co.uk))**



**6. Goals of the project—What outcomes are expected? Be as precise as possible.**

**7. What activities or programmes are planned to achieve the goals? Be as precise as possible.**

**8. What resources will be required for the project (space, personnel, equipment etc)?**

**9. Who will implement the project? Staff, volunteers?**

**10. Project timeframe:**

- i. Duration:
- ii. Start Date:
- iii. Completion Date:

**11. What other sources of funding are being used for the project?**

**12. What plans are there to ensure that the project is sustainable after the grant has been spent?**

**13. How will the project be monitored, evaluated and reported?**

**14. Name of person who will act as contact person responsible for this project, with contact details:**

**15. Name and office of person completing the application, with contact details:**

**16. Signature:**

**Date submitted:**