

CRITERIA FOR AWARDING BUILDING/PROGRAM GRANTS AND LOANS

1. **Types of projects.** The Anglican Foundation of Canada seeks to foster Anglican presence by providing abundant resources for innovative ministry and diverse infrastructure projects and theological formation across the Canadian Church. AFC provides assistance at the discretion of its Board of Directors to projects through grants and/or loans.
2. **Deadlines for submission.** Application deadlines are April 1 and September 1. Applications must be received and complete by these deadlines in order to be reviewed by the Board of Directors.
3. **Current donors/members.** The Anglican Foundation of Canada will consider applications for grants and loans only from institutions that are current donors/members of the Anglican Foundation. A list of annual donor groups can be found on the website.
4. **Funding up to half the cost.** AFC funds programs or projects where at least 50% of the funding is in place.
5. **Independence of grants and loans.** The awarding of a grant does not guarantee the awarding of a loan for the same project, and vice versa.
6. **Maximum grant award.** The maximum grant award is \$15,000.
7. **Maximum loan award.** The maximum loan award is \$100,000. All loans depend upon both the total cost of the project and the perceived ability of the applicant to effectively manage the financial responsibilities of the project.
8. **Limitations on disbursements.** No loan or grant will be awarded:
 - to an individual
 - for the purchase of, or repairs to, church organs or other musical instruments
 - for the installation or repair of stained glass windows
 - for operating budgets, bridge financing, salaries, or travel expenses
 - for a project that has already been completed
9. **Time-sensitive.** If funding is awarded, it must be claimed within a 12-month period. Please note that funding will not be awarded to projects that have been completed prior to the application being reviewed by the Board of Directors.
10. **Applicant responsibilities.** Applicants must demonstrate that they have compiled a complete financial package by raising as much local support as possible. Applicants must have at least 50% of funding in place prior to submitting an application. For multi-denominational initiatives, applicants must indicate the level of participation from other denominational partners.
11. **Diocesan or governing body responsibilities.** Prior to submitting an application, the applicant's diocese or governing body must have:
 - examined the project plan and the budget and determined the ability of the applicant to effectively manage the financial responsibilities of the project
 - approved the project and considered giving financial assistance to it
 - given permission to submit an application to AFC
 - guaranteed repayment if a loan is awarded by AFC.
12. **Reporting and AFC acknowledgement.** Within 2 months of completion of the project, the applicant will submit a Grant Recipient Report to AFC, following the guidelines provided. The applicant also agrees to acknowledge AFC as a supporter of the project, including AFC's logo where possible on promotional material.
13. **Priority.** Priority will be given to those applicants that have not received a grant in the past five years.