

## CRITERIA FOR AWARDING GRANTS AND LOANS

The Anglican Foundation of Canada (AFC) welcomes applications to its regular grants and loans program. The AFC provides assistance in the form of grants and loans at the discretion of its Board of Directors to projects that align with the mission statement of AFC.

The mission statement is as follows:

**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.**

The following criteria are given to help you prepare an application that will enable the Board of Directors to understand your project and how it reflects the mission of the Anglican Foundation of Canada.

Defining the terms:

- By **community ministry**, we mean projects that serve a vulnerable community, address a need that is not currently met by another community group/agency, or which are new, different, and creative in your ministry context and/or for the wider church.
- By **diverse infrastructure**, we mean both sacred space and/or the physical facilities that are used for ministry.
- By **theological formation**, we mean faith formation initiatives that are not part of regular, curricular, for-credit activities, though it may include curriculum redevelopment.

**Quarterly Deadlines.** AFC accepts applications on a quarterly basis as follows: January 1, April 1, July 1 and October 1. Completed applications must be received by these deadlines in order to be reviewed by the Board of Directors.

### **Category A Grants: up to \$5,000**

AFC funds Category A projects up to \$5,000 with no matching funding requirement.

### **Category B Grants: up to \$15,000**

AFC funds Category B projects up to \$15,000 and not more than 50% of the project budget. The remaining 50% of the total project budget must be raised or accounted for at the time of application.

**Funding plan.** For Category B grants, applicants must demonstrate that they have sought as much local financial support for the project as possible. For projects involving other denominations, applicants must show financial participation from other denominational partners.

**Maximum loan award.** The maximum loan award is \$100,000. All loans depend upon both the total cost of the project and the Board's assessment of the ability of the applicant to effectively manage the financial responsibilities of the project.

**Limitations on disbursements.** No loan or grant will normally 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, or salaried positions.
- for travel expenses to attend events, such as conferences.
- for a project that has already been completed before the application is reviewed by the Board of Directors.

**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. The Board of Directors will generally review applications within the same quarter as the submission (e.g., applications submitted by January 1 will be reviewed before the end of March; therefore the project must not be concluded prior to April 1, or the start of the next quarter).

**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.

**Priority.** Priority will be given to those applicants that have not received a grant in the past five years.

**AFC recognition.** The applicant agrees to recognize AFC as a supporter of the project, including AFC's logo on print and electronic promotional material related to the project.

**Reporting.** Within 2 months of completion of the project, the applicant will submit a Grant Recipient Report to AFC, following the guidelines provided.