



## *Presbyterian Support*

Central

### **JAMES GIBB FUND GUIDELINES**

This Fund was set up in 1989 to provide funding for "parish-based social and community service projects".

The Disbursement Committee provide the following guidelines to assist in the preparation of applications.

1. The kinds of projects envisaged are those which make a contribution to social or community service by:
  - a) improving the life and living conditions of people who have been deprived of opportunity, especially children and people who are older, poor or disabled; or,
  - b) delivery of education or other projects or programmes that resource people to live rich and full lives.
2. Projects may explicitly seek to enable community participation in achieving their goals.
3. It will be considered an advantage if projects help Presbyterian Support Central link with parishes.
4. Preference will be given to projects resourcing people who may not otherwise be able to attract resources.
5. There will be a preference for new programmes rather than maintaining existing programmes.
6. Grants will normally be for 12 months.
7. The Committee is open to funding 3 significant projects to a level of up to \$6,000 each year for up to 3 years after which there will be a review. Annual applications and evaluation forms will need to be submitted and, depending on the level of performance of the project, the Committee reserves the right to discontinue support.
8. The Committee will consider applications to establish a youth worker position, with any grant subject to an appointment being made. Such grants will be for one year only, but follow-up grants of up to two thirds of the initial grant for the second year and one third of the initial grant for the third year will be considered. A separate application form is required for each year.
9. Applications for research into community needs will be considered.
10. Grants will not be made for the purchase of capital items.
11. Distributions are made annually towards the end of the year with invitations to apply issued prior to the closing date for applications of 31 October.
12. Notwithstanding 6 and 7 above, approval of a grant carries no implication of continuing funding.

13. Final approval of applications, where application has also been made to other funding sources, is subject to confirmation that sufficient funding has been secured for the project to proceed.
14. Where a committee member has an interest in an application, that interest is to be declared.
15. All grant recipients will be asked to complete evaluation forms after an appropriate period. (Currently grant evaluations are due by 31 October of the year following approval).
16. Grants do not have to be fully expended by the grant evaluation due date, but expenditure is expected to have started and:
  - Where less than 50% of the grant has been expended a further evaluation will be requested, and
  - Where expenditure has not begun the parish will be asked to reapply to have the grant confirmed or otherwise.
  - If not used by the next evaluation date, the grant is to be refunded to Presbyterian Support Central.
17. Late applications will not be considered.