

THE MUSTARD SEED PROGRAMME

'How shall we picture the kingdom of God?... It is like a mustard seed...' Mark 4.30-32

Aim

The Mustard Seed Grant Programme aims to:

'Provide grants to enable churches and faith-based organisations to engage in social action through supporting them to initiate or develop community work. This work will then enable groups to either undertake larger pieces of work or significantly improve the existing provision.'

Grant requests up to £5,000 will be considered.

What can grants be given for?

- The overall parameters of the programme will remain within Church Urban Fund's funding objectives and criteria for the main grants programme – see the Grants Policy and Procedure Manual 2009 which can be downloaded from our website (www.cuf.org.uk).
- Mustard Seed Grants can pay for specific activities but not for on-going revenue expenditure, existing salary costs, deficit funding, or retrospective spending.
- The grant requested should typically represent at least a third of the total funding required. For capital requests, this total should be the total of the work undertaken, regardless of how it is presented as a grant proposal (e.g. a kitchen refurbishment totalling £10,000 to enable a specific project to start may be considered, however a kitchen refurbishment of £10,000 as part of an overall building project of £100,000 will not be considered).
- Grants should be claimed or part-claimed within six months and fully spent within 12 months of approval. Applications for a further Mustard Seed Grant in the following year from the same organisation will not normally be considered.
- Some examples of what the Mustard Seed Programme could fund are (NB this list is not exhaustive):
 - Initiating new work**
 - Community Audits/Consultations
 - Needs assessments
 - Pilot projects
 - Start-up equipment
 - Making premises fit for new purpose
 - Improving Existing Projects**
 - Trustee/staff/volunteer training
 - Quality Assurance (e.g. PQASSO, Investing in Volunteers – where appropriate for the size/type of organisation)
- The Mustard Seed Programme is supported by the J Paul Getty Jnr Charitable Trust

How to apply for a Mustard Seed Grant

Applying for a Mustard Seed Grant is simple. The Church Urban Fund wants to hear from churches and faith-based groups (linked with any faith) that want to turn their ideas into action.

There is a short application form to fill in. If you would prefer, you can provide the information in an alternative format (e.g. DVD, website, letter) – please ensure the questions asked in the form are answered in this alternative format.

All applications must be submitted to the respective Link Officer in the first instance (NOT to Church Urban Fund Head Office). There is a Link Officer based in every Anglican Diocese in England. They can help provide guidance on the application for projects within the area. Projects do not have to be Anglican but there needs to be a strong link between the project and a faith group and the project needs to be endorsed by the Anglican Diocese (this is normally done by the Link Officer).

A list of all the Link Officers can be found on the Church Urban Fund website or you can send an email to resources@cuf.org.uk for additional information. This should clearly state the location of your project.

The Church Urban Fund will undertake the assessment of applications. It will want to talk to those setting up the project – this may be face to face, by telephone, by letter or email. The aim in these conversations is to assist in effectively describing the project and to help ensure that the issues involved in the project have been thought through.

It is expected that work supported under the Mustard Seed Programme will grow into more substantive or developed activities.

We aim to have a decision whether to approve a Mustard Seed Grant within a month of receiving the proposal at CUF Head Office.

PLEASE INCLUDE THE FOLLOWING WITH YOUR APPLICATION

- Latest Annual Report and *audited* accounts
- Breakdown of expenditure
- Copies of written quotes or estimates (if applicable)

Your application may be delayed if we don't receive all appropriate documentation.

Before completing this application, or if you have any questions, please consult your Diocesan Project Co-ordinator at:

THE CHURCH URBAN FUND, CHURCH HOUSE, GREAT SMITH STREET, LONDON SW1P 3AZ

Telephone 020-7898 1647 Facsimile 020-7898 1601 Website www.cuf.org.uk

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Mustard Seed Funding Initial Enquiry Form

The Mustard Seed Grant Programme is there to help you initiate new pieces of work and/or to test ideas. The project needs to impacts on lives of the most disadvantaged areas/members of society and the total budget for the piece of work being applied for should not be greater than £15,000. To be better able to assist you please could you send me a brief summary of what you would be aiming to do and to achieve if an award were to be made.

1	WHERE the work will take place, include post codes or IMD scores if known
2	WHO/What group will be the designated beneficiaries?
3	WHY this work is needed?
4	WHAT do you hope to see at the conclusion of the project or where you expect this to lead?
5	HOW you will deliver the work?
6	How much will this project cost?
7	WHICH other organisations/agencies are you working with?
<p><i>Completed form to be returned to marlon.nelson@london.anglican.org</i></p>	