

TRAINING FUNDING POLICY

Introduction

The South Bedfordshire Circuit recognises the benefit of its Ministers, Lay employees, Circuit office holders and members of individual churches being as equipped as possible to undertake their role within the Circuit.

We expect our presbyters to regularly review areas where they can enhance their skills and we believe it right to help support their Continuing Professional Development both spiritually and financially.

We recognise the value of lay people within the Circuit and the valuable role played by many in such areas as mission, pastoral care and administration. We believe it right that wherever possible they are supported with training appropriate to their role.

To further these aspirations and objectives we will:

- Make an annual budget provision for training
- The budget will also cover the cost of providing our own “in house” training where the cost may be considerably cheaper than people attending off site courses
- Any mandatory/legal requirement training will be a priority call on the budget
- Encourage and promote the Continuing Professional Development of ministers within the denomination
- To assist those within the Circuit who wish to explore a call to formal Ministry
- Encourage our lay people who involve themselves in mission related activities (where specific training may in any event be mandatory) to enhance their skills
- Strike a balance so that the Circuit is gaining the benefit of the training funded, which must be relevant to work undertaken by the recipient in the Circuit. In other words we should not be paying for “nice to have” training!
- Be as fair as possible in order that as many as possible can have access to training when requested

How to Access Funding

- All requests for training funding are to be made on the attached application form
- Applicants will be expected to explore any other avenues of funding (including the District) before submitting requests
- Where training for church members is seen to have a predominantly local benefit, Local churches will be expected to contribute towards the costs
- Requests for funding accommodation costs will be considered but these will have to be reasonable within the overall package cost
- Superintendent will need the agreement of the Senior Circuit Steward and one other Circuit Steward
- Ministers will need to obtain the support of their Superintendent before submitting a request
- Lay employees will need to obtain the support of their Supervisor before submitting a request
- Church members will need to obtain the support of their local Minister before submitting a request
- Decision Making Process
 - Candidates looking to train for Ministry - CLT will be the decision making body and consider applications at each of its bi-monthly meetings. **The £350 annual grant limit shall not apply**
 - All Other Applicants - should ensure that supported requests (as above) are submitted to the Superintendent Minister who will consider with at least one Circuit Steward. Their decision will be conveyed to the applicant and Bursar and reported to the next CLT meeting

PLEASE NOTE THAT IN ANY ONE CONNEXIONAL YEAR THE GRANT LIMIT PER INDIVIDUAL WILL BE £350.00 (excluding travel costs)

APPLICATION FOR TRAINING FUNDING

Name: _____ **Role:** _____ **Church (** _____ **)/Circuit**

Name of Course/Event: _____

Location: _____

	£
Total cost of training	
Total cost of accommodation	
Estimated travel expenses	
Total cost:	
Other sources of funding obtained/agreed	
1.	
2.	
3.	
4.	
Sub total other funds:	
Net funding applied for:	

Please give details below of the nature of the training and explain how it will benefit:

- You
- The Circuit
- Your Church (if applicable)
- The wider community

n.b. if the training is deemed to be mandatory or a legal requirement please just state why

For CLT use only

This application was considered on by *...../CLT and

- *Approved in full
- *Approved in part for £.....
- *Declined

*Approver's comments:

*delete as appropriate