

Parochial Church Council of the Ecclesiastical Parish of All Saints' Sidmouth

Training Fund Policy and Procedures

Adopted 12 May 2020

Introduction and Purpose

As a church we acknowledge that training for ministry is an important part of gospel ministry and training the next generation of leaders is part of the working out of our calling to both All Saints and the wider church. We want to be a church in which we are all trained and grow in our discipleship. There are times where individuals may benefit from specific training that is not available within All Saints and needs to be sourced externally.

The purpose of the Training Fund is to support those in the church family in accessing training that would not otherwise be possible, or to be a means of encouragement. It is not intended to be used to pay for the training of those employed by the PCC or stipendiary clergy for whom appropriate training is part of their ongoing expenses.

Beneficiaries of the Training Fund can be people of all ages who are undertaking training which is recommended by the Standing Committee and Vicar (or can be supported by the Standing Committee alone during Vacancy). Grants to an individual in a year would not normally be for more than £500 and may include fees for one-off events or conferences (e.g. Holy Trinity Brompton [HTB] leadership conference, Peninsular Gospel Partnership [PGP] preaching course) or in support of books for a Diocesan approved course recommended by a Diocesan Director of Ordinands (DDO), or towards travel expenses to any of the above.

In the case of candidates for ordained ministry, once recommended by a Bishop's Advisory Panel (BAP), training fees are borne by the Diocese which may also make a grant to maintenance costs (in the case of stipendiary ministry) which are means tested. Consequently, candidates who have been recommended by a BAP would not normally be supported by the Training Fund except for a grant towards books and/or Bible software but this would not be for more than £500, unless there is a particular course of training outside of this that relates to their service at All Saints.

The Training Fund is a designated fund, established within the accounts of All Saints' Church Sidmouth. As such, it is an approved recipient for designated giving. It has no budget for either income or expenditure. The Training Fund's receipts consist entirely of designated giving, as outlined below, and its expenses consist of funds disbursed for its stated intended purposes at the direction of the Standing Committee or the PCC.

PCC has delegated responsibility to Standing Committee for the operation of the Training Fund. It is to be made clear to all donors that, should at any time in the future, All Saints' PCC vote to close the Training Fund, all money in the Fund at that time will transfer to the General Fund.

Source of Funding

The Training Fund shall receive income from two sources (grants are given irrespective of source):

1. Through the receipt of designated giving by individuals wishing to donate to the Training Fund or,
2. Through the transfer of funds from the General Fund when deemed necessary and appropriate by the Standing Committee upon approval by the PCC.

Contributions to the Training Fund

The administration of the fund, including all disbursements, is carried out by the Treasurer subject to the control and discretion of the Standing Committee or the PCC. The Standing Committee or the PCC may consider recommendations from anyone, but in no event will it be bound in any way to honour those recommendations.

Contributions to the Training Fund in the form of a cheque should be made payable to All Saints' PCC with a note that the funds are to be placed in the All Saints' Church Training Fund.

To comply with Gift Aid regulations regarding charitable contributions, all gifts to the Training Fund must be unconditional and without benefit to the donor.

Recipients of Assistance

In order of priority, recipients of assistance from the Training Fund shall be:

1. Members of All Saints' Church (i.e. on the Electoral Roll), or in exceptional circumstances
2. Frequent regular attenders of All Saints' Church

Procedure for Disbursement

Application and Approval Process

Individuals seeking assistance from the Training Fund shall approach the Vicar with details of the training they would like supported (the Vicar will normally act as a referee for any training course). In case of a Vacancy, individuals should approach the Churchwardens.

Review and approval of the application, as well as written communication of the amount and form of assistance, shall be done by the Standing Committee at the earliest practicable date.

If appropriate, payments from the Training Fund may be made directly to third party service providers rather than to the individual requesting assistance.

In all cases, the Standing Committee reserves the right to award an amount of less (or more) than the amount requested.

The Treasurer will maintain the necessary accounting records as part of the process required to produce annual independently examined accounts.