**Highbury Street Fund**

Terms of Reference

1. Background and the Aim of the Fund

The Highbury Street Fund is a fund established by the congregation of Highbury Street Uniting Church at the time of its closure. They determined that the funds should go to those of new migrant ethnic churches for the purpose of supporting the education and in-service training of those who serve them.

Since that time, the shape of Culturally and Linguistically Diverse faith communities and congregations has changed. In responding to these changes, the stated aim of the Highbury Street Fund has become:

*To support leadership development across the variety of expressions of church among culturally and linguistically diverse worshipping communities through appropriate education and training.*

1. Oversight of the Fund

The oversight of the Fund is through the Public Theology and Mission Committee (“PTM”) of the Mission & Leadership Development Board. The Fund monies are managed by Uniting Foundation through the Synod of South Australia.

1. Operation of the Fund

* The Fund is to grant the amount of the earnings of the Fund earnt in the previous year annually.
* Applications may be received in either of two rounds due at such time as the Committee shall advise through the Synod communications (usually due by 31st March and 31st August).
* Applications will be open for a period of at least six(6) weeks prior to the due date.
* Applications will be received by the office of Mission Resourcing and presented for consideration by the PTM where they will be assessed.
* The Committee may invite the applicant to meet with any or all of the PTM members prior to a decision being made on any application as the PTM considers worthwhile in making their decision.
* Should an application be deemed worthy by the Committee to receive a larger amount of funding than that provided by the funds made available through the earnings of the Fund, the PTM may possibly draw from the capital of the Fund.
* Applicants will be advised of the outcome of their application with one month of the relevant closing date.
* Where an applicant is unsuccessful in their application, they may receive support through Mission Resourcing to pursue other sources of funds.
* The Committee will seek to contact grant recipients approximately two months after their activity is completed to determine the benefits received through the funded activity to inform the Committee of the impact of the activity on their ministry.

1. Applicant Requirements

* Applicants must furnish their written or electronic application using the specified form by the closing date for applications. The Team Leader, Mission Resourcing may exercise their discretion as to whether an extension of time for submission will be accepted.
* The application must have the endorsement of a Minister or congregational leader of the Synod of South Australia.
* The Mission Resourcing officer shall work with the Committee to ensure that the applicants are well supported in making their application. This may include gathering applicants together for grant application workshops. Developing networks between applicants is desirable.
* The applicants must reference the Uniting Church in Australia Assembly publication “One Body, Many Members – Living faith and life cross-culturally” (13th Assembly, 2012)
* A detailed appropriate budget be lodged with all applications.
* All successful applicants will be required to provide a report to the Committee after the project or study is completed. This should be within two months of the completion of their activity.

1. Eligibility Criteria for Applicants

The following criteria will be applied by the Committee in making decisions on applications to the Fund:

* The applicant and their congregation or faith community must reside in South Australia
* The congregation or faith community must either be part of the Synod of South Australia or be in relationship, and align with, the mission priorities of the Synod of South Australia
* The grant must support an educational need for leadership development
* The applicant must either be a current or emerging leader of diverse ethnic background and endorsed by their own congregation
* The education covered by the Fund may be:
  + Formal courses and short intensives in theological or other relevant colleges in South Australia (For longer term study an application could be made for the R.H.White Scholarship. Contact Uniting College for Leadership & Theology on 8416 8400 for more information)
  + Short programmes and intensive courses in similar colleges interstate\*
  + Leadership development courses and continuing education programmes\*
  + In-service, lay education or other education centres\*
  + Conferences
  + Bringing in an interstate or overseas facilitator to lead a conference in Adelaide
* Applications may cover fees and direct study expenses, some travel expenses
* Higher priority will be given to new or emerging congregations or faith communities
* It is preferred that there is cooperation between the applicant’s congregation or faith community and a congregation of the Synod in South Australia.
* It is preferred that an application not provide an applicant with a similar benefit to one previously received through the Fund.

\* Recognised by the Highbury Street Fund overseeing Committee.