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**Discipleship Development Fund Large Grant Applications**

**Checklist.**

**Aim: ‘Supporting people as they put faith into action, learn about God, deepen their faith, and explore their calling.’**

**Discipleship Development Strategy aims:**

* Create opportunities for everyone to encounter the living God, whether they already identify themselves as followers of Christ or not.
* Encourage everyone in their prayer life and relationship with God to enable them to live as disciples of Jesus.
* Encourage everyone to make the most of educational opportunities that are relevant and appropriate for them in their discipleship journey.

All parts of the DDF application form need to be completed. All the contents of the form should be mutually supportive and not contradictory. The request must include the following elements. The form must be signed by the person/church/organisation applying for the grant.

* the purpose of the grant
* the names of the people responsible for delivering the application, including the sponsor, project manager and team members
* the target(s) of the application
* what the application is aiming to achieve
* a simple plan covering the full lifecycle of the application
* a statement of the costs and how they will be met
* a statement of how its impact will be measured and reported
* if a local church application, audited or Independently Examined accounts must be included.

**Six criteria for** **approval**

*(3.4 of the Discipleship Development Fund Large Grant Awarding Group Operating Policy)****.***

1. Is this grant application in line with the aims of the URC’s Discipleship Development Strategy?

1. With the grant, is the application viable? Have all of the resource needs been fully identified and sourced? It is particularly important to consider the human resource needs of the project.
2. Is the application sustainable? Does the award of a grant carry with it the implication of further grants being needed in the future?
3. Is the application credible? Is it deliverable and likely to achieve its aims?
4. Does the application add sufficient ‘value’ to justify its cost? Value will have a number of dimensions. In this regard one key dimension is the number of disciples impacted by this initiative. With experience, a guide (but not benchmark) such as cost per application can be developed.
5. Does the application have any innovative elements and if so, will they be shared to enhance the URC’s overall capability?

Not being innovative will not prevent a grant being awarded, but innovative applications are more likely to be funded.