



CANADIAN
UNITARIAN
COUNCIL

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SHARING OUR FAITH MANDATE & APPLICATION CRITERIA

The Sharing Our Faith fund consists of monies collected by congregations at special Sharing Our Faith services held during the year, and from a Foundation Fund administered by a congregation in Ontario, and sent to the CUC. These funds are to be allocated in the form of grants to congregations applying for projects they may otherwise not afford to undertake, but which can be seen as enhancing ministry, growth and/or outreach for that congregation and for the Unitarian and Universalist movement in Canada.

Applications must be received at the CUC office, attention the Executive Director, by March 31 each year, preferably in both electronic and printed form. Applicants will usually be either current member congregations or emerging groups. The CUC Board will consider new starts where funding is requested for the very early stages of group development and will consider the special circumstances of groups which have been in existence for a shorter time than three years when applying these criteria. Priority is given to applicants who have not received a Sharing Our Faith grant in the previous year. Congregations are encouraged to think creatively about how these funds could be used to encourage growth in their congregation or emerging group.

Examples of possible uses for funds include:

- Topping up the salary package offered by a congregation moving to professional ministry.
- Supporting a "Minister on Loan" program for an emerging group.
- Providing travel funds to enable remote congregations to have access to ministerial services.
- Developing religious education programs for children, youth or adults.
- Other uses relevant to ministry, outreach and extension.

The application for funds should include information on the categories below.

- 1) evidence of a commitment to growth:
 - a) description of programs, events, or other activities recently undertaken to support growth, including visibility, advertising, community involvement;
 - b) description of the ways in which new members are integrated into the congregation;
 - c) identification of particular communities or constituencies (through demographic data or other background information) in which outreach is taking place;
 - d) evidence of on-line presence under Unitarian, Unitarian Universalist, or Universalist Unitarian. The CUC Board will consider alternative evidence of public visibility such as signage, posters, etc.



- 2) Evidence of responsible stewardship and a commitment to our larger Unitarian and Universalist religious community in Canada:
 - a) indication that they have held a "Sharing Our Faith" Sunday themselves during the year;
 - b) evidence of commitment to full contribution of the Annual Program Contribution to the CUC
 - c) evidence of systematic, sustained and significant financial support of the group/congregation by its members (e.g. a regular every-member canvass, pledging of specific annual contributions by members, and budgets based on predictable support by the group. Please include a chart of the average contribution per member in the preceding 3 year period;
 - d) financial statements for the three previous years. If less than three years old, for the years they have been in existence;
 - e) a specific budget for the project showing a significant contribution of local funds from the congregation or group allocated for this project;
 - f) a satisfactory report on any previous Sharing Our Faith project receiving a grant from the CUC;
 - g) a declaration of all other grants received or pending from the CUC.
- 3) A clear description of the project the congregation wishes to undertake, indicating how it fits into the overall growth plans of the group.

The Vice-President of the CUC Board reviews all and makes recommendations to the Board based on their merits. Depending on the total amount of funds available, individual grants awarded may be less than what was requested. The total amount granted to all congregations in any year will be equal to the amount donated to the CUC from congregational Sharing Our Faith services plus the amount transferred from the above-mentioned foundation in the past fiscal year. If sufficient acceptable applications to exhaust the funds are not received, the balance of funds will be held over to the following year. The full amount of each grant awarded will be paid out by the CUC to each recipient in June.

If awarded a grant, recipients must send a report on their project to the CUC, attention the Executive Director, by **March 1** of the following year, including a statement of what has actually been done, a financial statement indicating how the grant money was used, and the impact of the project on growth. The CUC office shall then forward these reports to the Vice-President who shall in turn report to the May meeting of the Board on the success of these grantees.

Please send completed applications to sharing-our-faith@cuc.ca or the CUC office at 215 Spadina Ave, Suite 400, Toronto ON M5T 2C7



Thank you for your application. A decision will be made during the CUC Board meeting in May, and an announcement of recipients will be made at the Annual Conference and Meeting. Letters will be sent shortly after this to all congregations who applied for a grant.

SHARING OUR FAITH APPLICATION

Date: _____ Congregation: _____

Mailing Address: _____

City: _____ Prov: _____ Postal: _____

Phone Number: _____ Fax Number: _____

Website Address: _____

E-mail: _____

Contact Name: _____

Contact E-mail: _____

Contact Phone Number: _____ # of members: _____

Summary of proposed project or program: _____

Amount requested: _____ Total amount of project: _____

Previous SOF grant: Yes No Year: _____

Amount received: _____ Report submitted: Yes No

If no report was submitted, please explain: _____
