

## Strategic Ministry Fund

### Grants to support additional stipendiary curacies in 2021

## Guidance

### Introduction

This note provides information and guidance concerning applications for funding available to dioceses to support additional stipendiary curacies beginning in 2021. Applications will be accepted from any diocese that can demonstrate it is intending to increase the number of stipendiary curates in 2021 over a baseline calculated taking into account growth in stipendiary curate numbers for the period 2013 to 2017 (note this is change to calculation used last year). Depending upon the number of applications received, the SMB may choose to put a limit on the number of additional curates per diocese the SMF will fund. Dioceses will be informed of this before any final decisions are made.

Grants will cover a proportion of the cost of a whole curacy based upon an assessment of the financial circumstances of the diocese.

For new starters in 2021 a banding will be allocated to dioceses taking into account the relative wealth of dioceses and Lower income Communities funding.

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| 90% | For dioceses in receipt of LInC and with additional strains on budget          |
| 70% | For dioceses <b>either</b> in receipt of LInC, or with other strains on budget |
| 50% | For dioceses in financial health with no mitigating circumstances              |

Dioceses are encouraged to identify any special circumstances that may limit their ability to use Strategic Ministry Funding. Depending upon the applications received, the SMB may choose to vary the banding percentages. Dioceses will be informed of this before any final decisions are made.

This year the clarity of diocesan plans for Formation and deployment will be included in the evaluation criteria for applications. The intention is for dioceses to demonstrate this by reference, as far as possible, to existing documentation.

The indicative outcome of the application will be made available in time for dioceses to plan for, and recruit, curates for 2021. Grants will be formally awarded and paid from the Summer of 2021 once dioceses can confirm that the additional stipendiary curate places have been filled. We are committed to ensuring that the decision-making process is open, transparent and fair.

Guidance on the payment of monies from the successful 2020 applications will shortly be provided separately.

Support is available from the national Ministry team before making an application, please feel free to contact David Wells and Alison Kemp with any questions or for additional guidance.

## Background

The target of 50% growth in ordinands was set by Archbishops Council in 2015 as part of the Renewal and Reform programme. This goal will support the maintenance of clergy numbers in the light of expected clergy retirements in the next ten years. Strategic Ministry Funding (SMF) was proposed by the Triennium Funding Working Group and agreed by the Archbishops' Council, the House of Bishops, and the Church Commissioners' Board of Governors.

## The Strategic Ministry Fund

The goals of Strategic Ministry Funding are to:

- provide financial support for growth in the number of curates;
- support growth in the number of curates against a baseline;
- consider the full incremental cost of curacy, including pensions and housing;
- tailor the level of support so that it is proportionately higher for dioceses that need it most;
- ensure the funding has the best possible impact through supporting well planned and executed Formation and deployment.

The funding is overseen by the Strategic Ministry Board (whose members include members of both the Strategic Investment Board and Ministry Council) and administered by staff in the national Ministry team.

## Application Process

This guidance describes the process for making an application for curates beginning stipendiary ministry **in 2021 only**.

Please respond to Alison Kemp by email, Yes or No if your diocese intends to submit an application, together with (if yes) an indicative only number of curates to be funded by SMF, required by **Friday 3<sup>rd</sup> April 2020**.

Full applications for 2021 should be received by **Thursday 7 May 2020**. Indicative decisions will be made by the Strategic Ministry Board in **July 2020** and communicated to dioceses soon afterwards.

From 2021 onwards, we shall ask to review actual spend and progress for additional curacies funded through this scheme.

Your application should be made using the SMF application form and, where possible, should be no longer than the six sides of A4 indicated.

Please refer to any online or additional resources in support of your application, such as IME Handbooks and your Annual Self Evaluation for IME 2 (ASE), where helpful.

If you made an application for the 2020 round of funding, there is no requirement to re-send documents such as IME handbooks or historic accounts if no substantive changes have been made. Your attention is drawn, however, to the additional requirements of section 4, Formation.

## Notes to the Application Form

### 1. Overview

Please provide the name and email address of the person completing the form.

Please indicate the number of stipendiary curacies for which you wish to apply for a grant, and why this number has been identified. You may wish to refer to any policy decisions in the diocese regarding ordinand/curacy growth targets. You are asked to indicate the total number of stipendiary curate places anticipated for 2021 and the reasons why this number has been identified as additional to a baseline number of curates. Where curacies are being funded by parishes or through other SDF bids, this should be indicated.

The baseline will be agreed with Ministry staff and is calculated from the average number of stipendiary curates beginning ministry each year from 2013 to 2017.

For the Board to have a broader view of curate funding and deployment, you are asked also to provide information about the deployment of clergy in your diocese, including the retention of curates beyond their training posts. Please indicate in the table the number of your curates appointed to stipendiary posts in the diocese in each of the past five years ("Total Curates" column), using the heading as the year of appointment not the year of ordination.

Please include numbers for curates transferring between training incumbents during curacy and leaving ministry during or at the end of curacy.

### 2. Cost of Curacy

Please complete the table for the anticipated direct cost of a curacy per annum in your diocese in 2021. We will not reimburse any central costs (such as the provision of IME2 programmes).

Please indicate the anticipated average (mean or median) projected cost of housing for a curate per annum in your diocese in 2021, indicating the basis on which you arrived at this cost. Please include your actual or estimate of 2020 cost plus any increase for 2021\*. We know that housing costs vary; some dioceses own curates' housing (although we would encourage dioceses not to use availability of own housing as the main criteria for location of curates), others will depend on housing provided by parishes, and some will rent housing. Grants may be used to contribute to mortgage interest payments on housing purchased for the deployment of curates. Please give a breakdown of the elements you have included in your housing costs.

**\*If dioceses who applied in 2019 want this 2020 cost to be considered for forthcoming 2020 grant payments, rather than the 2020 projection included last year, please indicate.**

Please indicate the average (mean) length of stipendiary curacy in your diocese over the past five years. You may wish to explain this figure (for example if the diocese has made a policy decision about the length of curacy which varies from the current House of Bishops guidance). It is helpful if you can indicate this in a metric form, so that you record 3 years and 6 months as 3.5 years.

### 3. Financial Context of the DBF

Please outline your diocese's financial position and highlight any factors you wish the Board to consider when assessing the level of grant funding. For example, you may make a case for higher level funding where the diocese is in an area of deprivation, with low average income (e.g. a diocese already receiving Lowest Income Communities support) or where there have been historic difficulties in recruitment to incumbent posts. If you wish to reference other strains on diocesan finances, please include supporting data e.g. your 2021 budget or reference documents already provided to Finance or SDU.

We will use the published 2018 diocese balance sheet as part of our evaluation, if this is unavailable please indicate.

### 4. Formation

Clarity about diocesan processes for Formation will be used as a one of the criteria for the awarding of grants and we would like to understand what your plans are for the Formation of new curates.

The document, 'Formation in Curacy' is included for reference **here**. Its content will be familiar to many DDOs and IME officers as it is based on guidance previously published by the national Ministry team.

You may refer to standard documentation such as an IME 2 handbook and provide links or attach the documentation to your application.

The questions below are based on the Annual Self Evaluation for IME 2 (ASE). If you completed an ASE in 2018-19 you may attach it to your application, focusing your response on any proposed changes for new curates in 2021. Similarly, if you submitted a 2020 application please free to refer to this, identifying any changes since then.

Please provide information regarding:

- what are the diocese's programme aims for curacy training and how do these relate to the diocesan strategy?
- an outline of the diocesan-run programme of learning events and if it has academic validation;
- ministerial skills – what range of learning experiences is offered in the curacy context and how these are monitored?
- how are training incumbents trained, supported and mentored? What process of oversight, early warning and intervention is there for the TI-curate relationship? What process of feedback (from both parties) and review? What changes this year and why? What process of oversight, early warning and intervention there is for the TI-curate relationship?
- what processes are in place to understand reasons for curates transferring between training incumbents during curacy or leaving ministry during or at the end of curacy. What are the main reasons for any instances of this?
- how curates are helped to integrate their learning and development?
- what efforts are made to tailor the curacy programme to individual needs and developmental needs?
- what resources are available/signposted for curates of BAME heritage?

- what resources are available/signposted for curates with disabilities or Specific Learning Differences?
- the curacy assessment and reporting procedures both during and at the end of curacy and who is involved? (e.g. curate, TI, parish support group member, churchwarden, diocesan input)?
- how are those involved in end-of-curacy assessment appointed, prepared for and supported in their role?
- an outline of diocesan oversight of curacy training and its fit with ministry strategy;
- how the programme complies with the Church of England's safeguarding requirements at IME2?
- what is the process for resourcing the curacy programme (money, people – recruiting, mentoring and development) and for its internal quality assurance? How does feedback inform its development? What has changed in the year? Include an outline of mentoring and support for curates;
- how does your diocese's programme share good practice or how it learns from others?

## 5. Deployment

Clarity about diocesan processes for deployment will be used as a one of the criteria for the awarding of grants. Information about deployment will help us to ensure that there are roles for the additional ordinands and curates being selected and trained in response to the national initiative to promote vocations to ordained ministry. We are particularly interested to hear about plans for the deployment of additional curates in deprived areas. Please describe your deployment strategy for stipendiary curates in the diocese and how this relates to your wider diocese deployment strategy. Please give details of the strategy for retaining and deploying (and exporting) curates including support for them in the recruitment process. Please indicate what number of your 2021 curates you would hope to appoint to stipendiary posts in your diocese, beyond curacy.

## 6. Authorisation

This form should be signed by the Diocesan Secretary (electronic signature or JPEG for example) on behalf of the Diocesan Board of Finance or equivalent.

If you have any queries about your application or this process, please contact:

[Alison.kemp@churchofengland.org](mailto:Alison.kemp@churchofengland.org) or [David.wells@churchengland.org](mailto:David.wells@churchengland.org)

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