



ANGELICAN DIOCESE OF NELSON

OLDER PERSONS' MINISTRY FUND

GUIDELINES

Questions should be directed to: Social Services Enabler
Ph 03 5483124 opm@nelsonanglican.nz

May 2017

INTRODUCTION

Purpose

This booklet is to assist you apply for Older Persons' Ministry Funding. This funding is for programmes or projects which focus on and benefit those aged 65 years and older, however there is discretion to include those aged from 50 years upwards whose needs align with those over 65.

History

The Diocese of Nelson originally owned and operated the Whareama Retirement Home in Stoke. This was sold in 2008 with the capital realised from the sale of the home being invested. The Older Persons' Ministry Fund represents some of that capital (and includes the capital advanced to the Home by the Ministry of Health for upgrade and improvements). The income generated is tagged specifically for ministry to older people, to be administered by the Anglican Care Charitable Trust.

How funds are allocated

Fund income of \$5,000 each year is set aside for each parish to apply towards agreed ministries for older people. Annual unspent surpluses of this funding of up to \$2,000 per parish can be carried forward for one year as agreed on an individual basis with the Diocesan Finance Manager.

The balance of Fund income forms a contestable fund for older persons' projects. The contestable Fund is allocated to deaneries on a proportional basis dependent on the population of older persons in each deanery in the latest census data.

Funds may be recalled if they are used otherwise than as indicated in the application or if their use is not accounted for accurately.

Guidelines

The eligibility criteria and other funding guidelines in this booklet have been agreed to by the Standing Committee of the Diocese of Nelson.

Because part of the Fund arises from capital historically donated by the government, the government strategy to support community facing ministry must be followed when awarding grants. This Strategy is attached for your information.

Where to find application forms

Available on www.nelsonanglican.org.nz/grants-funding.

[Scroll down to the OPMF section]. Alternatively it can be emailed to you.

All applications must include a copy of a resolution from your Parish Vestry/Deanery or governing body supporting the project and approving the application. Where possible, please type and email your application.

Due date for applications

Applications for contestable funding **must** be received annually by 1st August or will not be considered. Applications for non-contestable funding may be received at any time.

GUIDELINES

Eligibility for funding

To be eligible for funding projects must:

- be supported by a robust application (whether applying for contestable or non-contestable funding)
- be accompanied by a budget and identify objectives, how they will be met and results measured
- be primarily Anglican based, either through a parish or deanery or other Anglican body. A parish, deanery or other Anglican body may form a partnership with another organisation, but the Anglican body is to prepare the application and must have a role in the governance of the project
- be community-facing, reaching outside the church and its members
- have adequate structures in place to oversee the project
- guarantee staff salaries for up to three years
- ensure that all involved in providing ministry in the Diocese are police checked and comply with SafeHere
- meet locally identified needs identified through community consultation
- provide support not currently available through government or other programmes (ie, fill gaps in mainstream services)
- meet the objectives of the Health of Older People Strategy.

Considerations when awarding funding

- Funding should not undermine or diminish existing volunteer work
- Funding should not be used to subsidise or augment stipends, or to fund normal ministry duties or functions. In special cases a separate contract might be entered into with those in a part time position for clearly specified elder care work.
- There should be equity in funding between and within regions of the Diocese
- Negotiation within deaneries as to the application of funds is encouraged, as is consultation with neighbouring parishes over the possibility of a joint project.
- Projects that operate in partnership with other providers are encouraged
- The project budget can include volunteer expenses for such items as transport, where working in an isolated area.

- Funding for capital works will not be considered unless there are extenuating circumstances.
- All non-contestable parish funding must be exhausted or projected to be exhausted before an application is made for contestable funds
- No new or ongoing funds will be granted if applications or accountability reports contain insufficient information or evidence of effectiveness to support a grant
- While employees are the responsibility of the parish and funding is a contribution only to overall project costs, including salary, the ACCT will be mindful of the need for continuity of funding for up to three years where workers are employed.
- Paid employees must intentionally encourage a voluntary team to work alongside them.
- Parishes must plan to increase their own financial support of project/programme over time and/or seek alternative funding.

THINGS TO CONSIDER IF EMPLOYING A PAID WORKER

The Older Persons Ministry Fund has only limited funds available for distribution. Any grant made is intended as a contribution only to projects/programmes and does not guarantee ongoing funding from the contestable fund. Applicants may choose to direct grant money towards payment of wages or salary, but the responsibility for any employee, including payment of wages or salary, remains that of the applicant.

A well-qualified person is unlikely to be interested in leaving one position for another unless there is some certainty of the position being for at least two years, although this won't necessarily be the case if the position is part time. While the ACCT will bear in mind the need for certainty of funding for up to three years where projects have paid employees, the responsibility to plan for sustainability of the project (including reimbursement of employees) beyond this initial period rests with the applicant. It is important, therefore, that applicants plan to increase their own financial support of project/programme over time and/or seek alternative funding.

It is unfair to require an employee to make funding applications for their own job. Applicants should ensure that their governing body, such as Vestry, takes full ownership and responsibility for the project, including applications for funding and accountability reports. For this reason a resolution of the governing body is required in support of all applications and accountability reports.

As employers, governing bodies such as parishes are subject to all the requirements of the NZ law of employment and should have in place good employment practises in respect of employees. For assistance, please refer to *'People Matter' – the Anglican Church Employment Guidelines* in the Policies and Procedures section of the red Diocese of Nelson Handbook.

Furthermore, any person involved in ministry to others in the Diocese of Nelson must comply with the requirements of SafeHere. This includes such matters as appointment processes, police vetting and training.

NEW ZEALAND POSITIVE AGEING STRATEGY 2001 AND THE 2014 REPORT ON THE STRATEGY

Background

The 2001 New Zealand Positive Ageing Strategy reinforced Government's commitment to promote the value and participation of older people in communities. Older people are important members of society and have the right to be afforded dignity in their senior years. They have skills, knowledge and experience to contribute to society and the current and expected growth in the proportion of older people during the coming decades will provide New Zealand with a valuable resource. Further, continued participation in older age has benefits for the individual concerned, the community, and the country as a whole.

The aim of the Positive Ageing Strategy is to improve opportunities for older people to participate in the community in the ways that they choose. This is to be achieved through identifying barriers to participation and working with all sectors to develop actions to address these, while balancing the needs of older people with the needs of younger and future generations.

The Strategy provides a framework within which all policy with implications for older people can be commonly understood and developed. The framework incorporates broad principles to guide the development of policies and services from a wide range of government agencies. It also identifies key areas that contribute to positive ageing.

The following principles were to guide the development of policies and services across the government sector into the future:

- Empower older people to make choices that enable them to live a satisfying life and lead a healthy lifestyle;
- Provide opportunities for older people to participate in and contribute to family, whānau and community;
- Reflect positive attitudes to older people;
- Recognise the diversity of older people and ageing as a normal part of the lifecycle;
- Affirm the values and strengthen the capabilities of older Māori and their whānau;
- Recognise the diversity and strengthen the capabilities of older Pacific people;
- Appreciate the diversity of cultural identity of older people living in New Zealand;
- Recognise the different issues facing men and women;

- Ensure older people, in both rural and urban areas, live with confidence in a secure environment and receive the services they need to do so; and
- Enable older people to take responsibility for their personal growth and development through changing circumstances.

The Positive Ageing Strategy identified ten priority goals, with recommended actions to achieve these goals:

- secure and adequate income for older people
- equitable, timely, affordable and accessible health services for older people
- affordable and appropriate housing options for older people
- affordable and accessible transport options for older people
- older people feel safe and secure and can age in the community
- a range of culturally appropriate services allows choices for older people
- older people living in rural communities are not disadvantaged when accessing services
- people of all ages have positive attitudes to ageing and older people
- elimination of ageism and the promotion of flexible work options
- increasing opportunities for personal growth and community participation.

The 2014 Report

The 2014 report on the Positive Ageing Strategy updates progress towards these 10 goals, identifies opportunities for further work and suggests topics for further discussion.

Overall, New Zealand was reported to be progressing well. The Strategy's achievements can be seen in many older people's lives, their access to services and the support they both receive and provide in their communities.

Significant investments are being made in a number of areas, such as ensuring secure and adequate incomes, timely and accessible health services and affordable and accessible transport. However, more needs to be done in other areas, such as meeting the needs of an increasingly diverse population and responding to the access issues of older people living in rural communities.

HEALTH OF OLDER PEOPLE STRATEGY

Ministry of Health 2002

The Vision

Older people participate to their fullest ability in decisions about their health and wellbeing and in family, whānau and community life. They are supported in this by co-ordinated and responsive health and disability support programmes.

The Objectives

The following eight objectives identify areas where change is essential if the vision is to be achieved.

1. Older people, their families and whānau are able to make well-informed choices about options for healthy living, health care and/or disability support needs.
2. Policy and service planning will support quality health and disability support programmes integrated around the needs of older people.
3. Funding and service delivery will promote timely access to quality integrated health and disability support services for older people, family, whānau and carers.
4. The health and disability support needs of older Maori and their whānau will be met by appropriate, integrated health care and disability support services.
5. Population-based health initiatives and programmes will promote health and wellbeing in older age.
6. Older people will have timely access to primary and community health services that proactively improve and maintain their health and functioning.
7. Admission to general hospital services will be integrated with any community-based care and support that an older person requires.
8. Older people with high and complex health and disability support needs will have access to flexible, timely and co-ordinated services and living options that take account of family and whānau carer needs.



SAMPLE APPLICATION FORM NELSON ANGLICAN CARE CHARITABLE TRUST

For assistance please contact: Office 03 548 3124

Email: socialservices@nelsonanglican.nz

opm@nelsonanglican.nz - Older Persons Ministry Applications

The Anglican Care Charitable Trust has only limited funds available. Any grant made is intended as a contribution only to projects/programmes and does not guarantee ongoing funding. Applicants may choose to direct grant money towards payment of wages or salary, but responsibility for payment of any employee remains that of the applicant.

Application for Funding

Application from (Parish[es]/Organisation):

Application made by:

Position:

Address for notification:

Bank Acc No for payment if grant approved:

Date of Application:

How much are you applying for per annum?

For how many years (1-3)?

Category (please indicate)

Note that the criteria to be met for applications in each of these categories are listed on the back of the application form.

ACCT (Whakarewa Trust) Funding

Mary Foster-Barham (Project) Funding

Older Persons Ministry Funding

New or repeat application (please indicate)

If this is a reapplication for funding, please make the confirmations below, answer question 1 then proceed to questions 5 and 6.

New

Reapplication for existing project/programme

I confirm

Y/N A resolution from the parish vestry/vestries or other governing body approving the project/programme is attached to this application

Y/N That the Anglican Care logo will be used on promotional material

Y/N That the project/programme will comply with the Anglican Care Code of Ethics. Available at <http://www.nelsonanglican.org.nz/grants-funding>

Y/N That an accountability report will be provided by 31 March each year of funding. Available at <http://www.nelsonanglican.org.nz/grants-funding>

Please keep a record of your application and how the grant has been spent

1. Project/Programme Name

2. Project/Programme Background

2.1 What need is being addressed and how was it identified?

2.2 Who has been consulted about the need for this project/programme? *(please indicate)*

Community groups/agencies. Describe:

Social Services or Older Persons Enabler

Have you considered partnership possibilities with other parishes/agencies?

Describe:

3. Description of project/programme:

3.1 Describe the project/programme

3.2 Explain how it meets the criteria for this fund:

3.3 What contribution is the parish/organisation making to the project/programme and how does it plan for the project/programme to be resourced over the coming 1-3 years, especially if ACCT is no longer able to provide financial support?

3.4 How, when, where will the project/programme be delivered?

4. Managing the Project/programme

4.1 What are the expected outcomes?

4.2 How will you know you have achieved them?

(eg. questionnaire, survey, results, feedback/stories, number of people reached, etc.)

4.3 Where applicable, what training (initial and ongoing) and support is offered to those involved in project/programme delivery?

5. Project development *(Please omit Qu.5 if this is a new funding application.)*

5.1 How has the project/programme changed or developed since the initial funding application? (Or, if equipment or travel has been funded, how has this helped grow the project/programme?)

5.2 What steps has the parish/organisation taken to increase its own financial contribution to the project/programme and/or to seek alternative funding?
(Please list alternative funding applied for, how much was applied for and whether the application was successful or is still pending.)

6. Budget

6.1 Please provide a breakdown of how the funds will be used and attach a project/programme budget.

(Give annual or total cost. No "Sundry/Miscellaneous" or unspecified amounts. Travel costs are to be estimated at 39c per km. Include the parish/organisation contribution to this project/programme.)

6.2 Do you hold parish/organisation trust funds that are not being used for this project/programme? If not being used, please explain why.

Project Funding Criteria

Older Persons Ministry Funding

- For the care of older persons over the age of 65, with discretion to include those over 50 if their needs align with those over 65
- Applications for contestable funding **must** be received by 1 August or will not be considered
- Applications for non-contestable funding may be received at any time
- The Anglican Church must be involved in the governance of the project/programme
- Applicants are encouraged to consult with neighbouring parishes over the possibility of a joint project/programme, especially if they are in close proximity
- Projects/programmes must be community facing and in response to community needs identified through consultation within the community
- Paid employees must intentionally encourage a voluntary team to work alongside them
- Capital works not considered for funding unless extenuating circumstances
- All involved in service delivery in the Diocese must be police checked and comply with SafeHere
- Employees are the responsibility of the parish and funding is a contribution only to costs, including salary, but the ACCT will consider the need for continuity of funding for up to 3 years where workers are employed
- Parishes must plan to increase their own financial support of project/programme over time and/or seek alternative funding
- No new or ongoing funds are granted if applications/accountability reports contain insufficient information or evidence of effectiveness to support a grant

Office Use

Date application received:

Meeting Date considered:

Outcome: