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**CMD grants application form, 2025**

**For accredited ministers, nationally recognised pastors and recognised local ministers**

**For 2025, the Ministries Team has a modest budget available for grants to support CMD.** You may apply if you are an Accredited Minister, Nationally Recognised Pastor or Recognised Local Minister\*. Grants are to enable Continuing Ministerial Development by, say, helping with attendance at an association ministers’ conference; the purchase of books; training course fees; a contribution towards the cost of spiritual direction or pastoral supervision, retreat fees, and so on.

You should in the first place ask your church, managing trustees or employer (depending on your ministry type) to contribute to your CMD costs. If you are appointed under the current recommended terms of appointment, your church should already cover fees and expenses for your association’s ministers’ conference and for Assembly. (Recommended terms for appointment for full-time and part-time church ministers can be [found here](https://www.baptist.org.uk/Groups/220877/Guidance_for_Churches.aspx%29).) Additionally, we recommend to church secretaries and treasurers that they consider making available each year a further £500 from church funds to support the development of their minister or ministers.

While some churches could support or already do support their minister in this way, others will find this very difficult. This might be especially true for churches receiving Home Mission funding or for those only just covering the costs of part-time ministry. We are aware too that some ministers in pioneer settings do not have a body with financial reserves to turn to. Also, while some chaplains receive from their employer some financial support or an elevated salary to help fund their development and supervision, other chaplains have neither of these. Lastly, while costs associated with being a NAM should generally be covered a by a church, some NAMs do not have a church they can ask.

Ministers in these situations may apply for a grant using the form overleaf. You should complete and sign the form, gaining the counter-signature of your church or project treasurer or, if in chaplaincy, your manager.

**To apply, you must have already undertaken a CMD audit in the previous twelve months, if you are not a NAM. (More details regarding CMD audit can be found in Appendix 6 of the** [**CMD handbook**](http://www.baptist.org.uk/cmdhandbook)**.) You can use your CMD audit to identify CMD activity that needs resourcing.**

**Please send completed forms to** **cmd@baptist.org.uk** **by Friday 31 January 2025. Please note that the aim of the grant is to support the development of those in settings that are less than affluent. We trust that ministers will respect this aim by applying only if funding for identified development costs cannot be found from elsewhere.**

Grants will be paid wherever possible to your church or mission project, whom you can then ask to settle invoices or reimburse expenses for CMD. The amount awarded will depend on the total number of applicants, but will be a maximum of £500. The form overleaf makes clear to treasurers the scope of what we mean by CMD. For chaplains, the grant will be paid direct to you. In all cases, we may for audit purposes ask to see evidence from a sample of recipients of how the grant was spent. Please therefore keep receipts and invoices for at least a year.

*\* Please note that grants will not usually be given to the following: newly accredited ministers whose churches are able to pay their NAMs’ fees and expenses; ministers taking a leave of absence with agreement from the national Ministerial Recognition Committee; military chaplains; those who have been awarded a further study grant; retired ministers.*

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Please complete the yellow boxes as relevant.

Once completed, please email to cmd@baptist.org.uk by Friday 31 January 2025

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| **Section 1. To be completed by the minister** |
| **Your name** |  |
| **Ministry role (church minister, youth minister, chaplain, pioneer, etc.)** |  |
| **Church / ministry setting** |  |
| **Regional Association**  |  |
| **Are you a BUGB Accredited Minister, Nationally Recognised Pastor or Recognised Local Minister? (Please highlight the appropriate answer.** | Accredited MinisterNationally Recognised PastorRecognised Local Minister |
| **Is your ministry supported by Home Mission finance?**  | yes / no |
| **Is your ministry full-time or part-time?** | full-time / part-time |
| **Please outline in the box below what development costs you intend to use the grant for.** Recording this will help your treasurer/trustees appreciate what the grant is for, though you have discretion in discussion with them to use it for alternative development purposes. |
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| **Section 2a. To be completed by the treasurer for those ministers supported by a church** **or mission project. (Chaplains should complete section 2b instead.)** |
| **Does your church contribute each year to the Home Mission fund?** | yes / no / not applicable |
| **Is your church up to date with its BUGB subscription payments?** | yes / no / not applicable |
| Grants will be paid to the church or project. By signing your name below, you commit to release any grant money awarded for the purposes of ministerial development as outlined above in Section 1. This may include but is not limited to the purchase of books or other learning materials; attendance at conferences or training events; retreat expenses; fees for spiritual direction, mentoring, pastoral supervision or equivalents. Travel expenses should ideally be covered out of general church budget. |
| **Your name**  |  |
| **If you can, please complete your organisation’s bank details as this will speed up payment if a grant is made** | account name |  |
| account number |  |
| sort code |  |

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| **Section 2b. To be completed by the line manager of chaplains** **working in the private or public sector** |
| **Please outline in the box below the CPD opportunities already provided and/or funded by your organisation that are available to the chaplain.** |
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| **Do you support the application for a grant for the purposes the chaplain has listed above in Section 1?** | yes / no |
| **Your name**  |  |
| **Your position** |  |
| Grants will be paid to the chaplain who will be asked for payment details once a grant is agreed. |