

THE VINCENT ALFANO FUND APPLICATION GUIDELINES

1. The origins of the Fund

The Vincent Alfano Fund was established in October 2014 to honour the forty year ministry of Rev Vince Alfano and his twenty year leadership as Executive Director of The Toronto United Church Council.

Throughout his ministry Vince was committed to the development of new generations of church leadership. Noting that the church appeared to be ever more inward focused, his vision was of financial support for new leaders undertaking internships and other leadership development opportunities that had the potential to nurture in them the capacity to form a faith-shaped analysis of community contexts, and the ability to assist congregations and faith communities develop appropriate responses of word and deed to those situations .

2. What the Fund offers

The annual income of the Fund will be used to support a ministry in Toronto Conference offer an internship, or to support individuals who are undertaking self-designed internships, that meet the guidelines given below. In years where no suitable internship position is available, the income can also be used to support other placements or projects that fit the goals of the Fund and its guidelines.

It is anticipated that \$10,000 will be available each year. In addition Council anticipates \$1,500 will be awarded, at its discretion, to equip and train the intern/individual to enable them to maximize the learning potential of their internship or placement/project.

Grants will normally be paid in two equal installments, at the beginning and mid-point of the internship or placement/project.

3. Internship/Placement Guidelines

Applicants to the Fund should demonstrate that the internship or placement/project includes provision to meet the following requirements:

- I. A trained and appropriate supervisor (or equivalent) must be appointed . If the project is not an internship the person appointed as supervisor should have demonstrated effectiveness in this role.
- II. The theological rationale for the project or location should be articulated and explored during the project.
- III. A project or placement with a service/community development element should include, as an explicit goal, reflection on the faith development dimension of the project . Depending on the context, this should be broadly understood as including the applicant, service providers, clients and volunteers.
- IV. The development of skill in identifying, fostering, and assessing partnerships. This should involve lay as well as professional service partnerships

- V. The internship or placement/project should help the student develop skills in helping the sponsoring congregation(s) connect with their surrounding communities and develop the capacity of those congregations to share the good news in word and deed.
- VI. The internship or placement/ project should include a strong element of cross-cultural learning (with culture defined broadly to include ethnic, economic or class boundaries).
- VII. Applicants should be able to indicate how the internship or placement/project is integrated into their own discernment of their sense of vocation (understood as including ordered ministry or some other vocational direction) .
- VIII. Grant recipients will be expected to write a progress report on their internship or placement/project at its mid-way point, as well as a final report at its conclusion. The final report may involve a presentation at Council's Annual Meeting. The reports will be the property of Toronto United Church Council.

4. Applications

a) Application to the Fund should normally be made by March 31st. However, enquiries will be received at other times depending on the nature of the placement/project in question.

NB: Potential applicants are encouraged to make informal enquiries with the Executive Director of Council before submitting an application. Council is happy to assist in the shaping of projects that will meet the goals of the Fund.

b) The application should include:

- A covering letter
- The downloadable Vincent Alfano Fund application form (*www.tucc.VAF appl*)
- A description of the internship or placement/project identifying how it will meet the requirements 3.I to 3.VI above (not more than two pages)
- A description of how the internship or placement/project connects with the applicants discernment of their future vocation (see 3.VI)
- Completed 'Educational Supervisor' form (*www.tucc.VAFsupvr*)
- If this is an internship enclose a copy of Form SME 208 (all parts). If support from Toronto Conference Internship Placement Grant has been requested enclose a copy of that application form.

The completed application should be sent in electronic format to:

The Executive Director, Toronto United Church via admin@tucc.ca