

# Guidelines for Graduate Projects

Rev D- Jan 2020

Background:

SIFAT feels called to train in community development and appropriate technology. However, we understand that, though such knowledge is powerful, it often is not enough. With knowledge alone one cannot grow food. There must be a piece of land, seed, at least a hoe, fertilizer, sunshine and water. So SIFAT developed the SIFAT Process to help graduates get started in putting their training into practice. This means we will receive, evaluate and when merited, approve and help promote our graduates'

## **Short-Term Project proposals.**

SIFAT asks the graduates to find their own resources within their community or country, or from funding agencies whenever possible. If they still lack something to get a project funded, they may write a project proposal in English and send it to SIFAT. We offer to be partners in promoting graduates' projects in the SIFAT Journal, and by word of mouth, to try to get funds for what the graduate lacks for the project. SIFAT is a training organization, not primarily a foundation to fund projects, so we cannot guarantee that we can raise the funds, because we are dependent on God for moving the hearts of those to whom we promote the project. But SIFAT offers to be a partner with our graduates when they cannot find the help otherwise, working together for our Lord Jesus Christ. We partner with our graduates by praying and promoting it.

Each approved project must be supported by a SIFAT "Project Champion" who will pray for the graduate and the community to be benefited by the project. He or she will also communicate with the graduate and seek funding for the project. Because of SIFAT's limited resources we simply and prayerfully place funding in God's hands.

The following are the policies of our graduate's projects which we accept as approved projects by SIFAT:

- SIFAT looks for projects to help the community develop. We usually do not promote relief projects or on-going projects for maintenance of programs. The projects we support must have a beginning and an ending point.
- Most of the projects *shall* cost no more than \$5,000 and should be accomplished in at least two years. This guideline is encouraged to allow more graduates the opportunity to receive funds as funds are limited.
- When a project has great potential in helping the community, SIFAT will consider going up to \$15,000 to be accomplished in no more than 3 years. Projects over \$5000 are rarely approved and are considered exceptions, therefore we encourage graduates to limit project proposal requests to \$5000 if at all possible.
- In extremely rare cases, SIFAT will consider approval of a graduate project over \$15000 but less than \$25000 when two conditions are met and documented in the project proposal:
  1. A Project Champion known to SIFAT has agreed to lead fund raising
  2. Several individual donors and/or churches who have already agreed to donate more than 50% of the project cost
- SIFAT reviews project proposals twice a year: October and March. Proposals received before or after these months will be held for evaluation until the next time period.

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- The recently revised “SIFAT Short Term Project Application Form” will be used to submit all graduate proposals. All sections on the form must be completed in English, even though some parts may not be relevant (respond with “not applicable”). The application form has been amended so that the Committee reviewing the proposals can comment directly on the form or request additional information from the graduate.
- SIFAT takes out 10% for administration and promotional costs. At the end of the proposal, please add this cost to your project proposal total. The Committee reviewing the proposals will verify that all costs have been included in the funding request.
- The project proposal budget must be written in U.S. dollars. Be sure to calculate the rate of exchange between your money and U.S. dollars and add enough to your proposal to be able to still have enough after paying the exchange rate.
- Once a project starts with SIFAT funding, a graduate must provide regular reports and pictures documenting progress and successes, as well as obstacles, delays and challenges, so that SIFAT can use them to encourage donor support and apprise current donors of progress.
- Once a project is approved, when the graduate receives funds from other sources for that approved project (e.g. checks or cash donated from those in the audience at speaking engagements), SIFAT’s policy is that graduates will honor a commitment to give 10% of funds received from other parties in the U.S. to SIFAT. The reason for this is that SIFAT staff members work constantly to raise funds for projects and often provide introductions to the graduate that result in donations.
- Projects may generate a profit. Therefore, a community should set apart some profits from a project in order to fund a portion or, long term, the entire cost of future projects. The goal is to achieve total community independence and sustainability and not need to request future funding from SIFAT.

We at SIFAT care about our graduates and their projects and want to do all we can to encourage and support them. We want to be Partners in Prayer and Promotion as we work together to empower Christian leaders to help the needy of our world develop their own lives and communities. In John 10:10, Jesus said, “I am come that they might have life and that they might have it more abundantly!” By working together, SIFAT and our graduates can do more to help others develop to their greatest potential---physically, mentally, socially and spiritually!