



Growing Hope |  
Registered charity 1176358

Growing Hope, KXC, 237 Pentonville Road,  
London, N1 9NG | 07496 528506  
info@growinghope.org.uk

## Partnership policy

The following policy outlines the agreement made between Growing Hope, the local church and Growing Hope local as part of any Growing Hope clinic set up.

### *Growing Hope (Umbrella charity)*

Growing Hope agrees to provide the following:

- Advice and model for set up and running
  - Advice for the process of setting up a CIO
  - Advice for applying for funding
  - Model timetables and information to help with the running of the clinic.
  - This may include financial backing - financial backing for set up and support for grant applications will be decided on a case by case basis by the charity trustees as new churches become involved in the charity.
- Charity Governance and policy
  - Regularly updated policies and procedures for the running of Growing Hope
  - Oversight of the charity model and national impact of Growing Hope
  - National oversight of finances, information technology, software, insurance, marketing and communications
- Clinical supervision
  - Clinical supervision will be provided by a trustee, staff member or volunteer with appropriate experience within the Growing Hope (umbrella charity) where this is not possible Growing Hope (umbrella charity) will pay for private monthly supervision.
  - Clinical supervisors or someone from the Growing Hope Umbrella staff team will carry out an annual observation/ in person meeting to ensure best practice. This date will be mutually agreed within 4 weeks of the request.
  - Clinicians will be expected to maintain clinical standards and reflections in line with their professional guidelines.
- Clinical training budget
  - Clinical training will be decided on a case by case basis by the charity trustees. A response will be given within 3 months of a request being placed.

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### *Church agreement*

The local church agrees to provide the following:

- Space and utilities
  - Clinic space (at least one room) provided by church (including utilities and wifi).
  - Access to other facilities (e.g. toilets, kitchen, office, storage).
- Pastoral line management (part of staff team)
  - Line management from a pastoral perspective. Check at least once a month regarding emotional wellbeing, boundaries and work place relationships. (Clinical supervision will be provided by Growing Hope.)
  - Attendance at staff meetings/ prayer meetings.
- Financial backing (one- two days a week of salary at the churches banding)
  - Financial support from church community fund.
- Trustee from senior church leadership for local charity
  - Growing Hope requires a trustee from the senior church leadership team for the Growing Hope local charity in order that the local church is committed to the set up and running of the charity.

### *Growing Hope Local*

Growing Hope local agrees to provide the following:

- Fundraising and grant applications (for all running costs)
  - Fundraising of at least three months of outgoings and launch costs prior to start, subject to trustees discretion.
  - Regular grant applications and oversight of raising regular givers and funds to fund salaries.
  - Increase in fundraising as need to employ further staff continues.
- Trustees (people from local church)
  - At least three individuals in addition to the senior member of the leadership team should be willing to act as the first trustees.
  - Trustees should be considered in terms of expertise.
  - Guidance on finding trustees and their roles is found within the Growing Hope Clinic Set Up Standard.
- Day to day running of clinic (responsibility of the lead therapist/clinic manager)
  - Purchase of assessments and equipment for set up.

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- o Ongoing purchases e.g. stationary and further assessment proformas.
- o Managing of client caseload and waiting lists.
- o Safeguarding information by using the encrypted and password protected software.
- o Growing Hope local trustees will support the lead therapist/clinic manager in decision making with regards to purchases, waiting lists and service provision.
- o Maintaining secure storage of all personal data.

*This partnership is formed on a trust basis. Although every CIO has a right to work independently of each other, in becoming a part of Growing Hope it is entrusted to each local charity that they will be a part of the Growing Hope (umbrella charity) and therefore will follow through with guidance and suggestions made by Growing Hope (umbrella charity). Growing Hope (umbrella charity), in turn, will endeavour to give as much notice as possible for any likely changes and will update all local clinics with the work of Growing Hope umbrella.*

Version: Three

Date Amended: 28<sup>th</sup> August 2020

This policy should be considered in line with other policies.

This policy has been read and agreed for Growing Hope \_\_\_\_\_  
[insert local name]

By \_\_\_\_\_ on behalf of Growing Hope Trustees.

Signed \_\_\_\_\_ Date \_\_\_\_\_

By \_\_\_\_\_ on behalf of the local Growing Hope.

Signed \_\_\_\_\_ Date \_\_\_\_\_

By \_\_\_\_\_ on behalf of the local church.

Signed \_\_\_\_\_ Date \_\_\_\_\_

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