

2021 Grant Instructions United Methodist Church Roanoke District Board of Missions and Church Extension

Please carefully read all instructions.

Initiating and Sustaining Program Grants are intended for innovative ministry or tangible and caring outreach that is beyond the scope of normal funding processes of local churches and agencies. The range of grants is between \$500 -\$10,000.

Initiating Program Grants are for use in a program or project's first three years. It is the hope that these grants will be “seed” money for new initiative and during the first three years sustainable funding will be secured by the church or organization to continue the program. Partnerships with other churches and community organizations are encourage in this effort.

Sustaining Program Grants are for on-going programs or projects that offer significant impact. A new grant application must be completed each year.

Building Project Grants are for local church capital repairs, improvements, or expansions that enhance the congregation's effective ministry and mission.

Both Initiating and Sustaining Grants are funded by apportionment payments from Roanoke District United Methodist Churches. Building Project Grants are funded through the Builders' Club's individual and local church partners. Funding priority will be given to United Methodist Church related programs and projects. Historical funding will not be guaranteed. All grant requests must be completed and returned by January 31, 2021. Incomplete applications or those received after the deadline will not be reviewed and thus not be eligible for funding. Grant application status will be communicated after March 15, 2021.

Mail to: United Methodist Church
Roanoke District Office
4502 Starkey Road, Suite 101
Roanoke, VA 24018

or

Email to: RoanokeDistrict@vaumc.org

2021 Grant Application United Methodist Church Roanoke District Board of Missions and Church Extension

Name of Ministry/Organization:

Area served by Ministry/Organization:

Contact Person:

Address:

Telephone Number:

Email:

Type of Grant Requested: Initiating Program (application begins of page 3)
 Sustaining Program (application begins on page 4)
 Building Project (application begins on page 5)

FOR OFFICE USE:

Application Received on:

Application Reviewed by:

Reviewer Comments:

Grant Recommendation:

Grant Approved:

Notes:

INITIATING PROGRAM GRANT

Amount requested for 2021: \$

When did/will this ministry/program begin?

Total amount of all funding needed for the ministry/program in 2021?

Briefly describe the challenge or problem this ministry/program was created to solve. (i.e. why does it exist?)

How (in what ways) is your ministry/program “solving” that challenge or problem?

Briefly, describe the “who” this ministry/program exists to serve/help/resources.

How do you measure success for your ministry/program?

If ongoing, share the last three year’s statistics of the number of persons served/helped/resources by your ministry/program.

How does this ministry/program help to make disciples of Jesus Christ for the transformation of the world? What should the United Methodist Church Roanoke District support this ministry?

What is the funding plan for the next 2-3 years? How will it become financially viable in that time?

If applicable, what percentage of Conference and District apportionments did your church pay in 2020?

Required Financial Information:

Please submit copies of the following:

- o Projected 2021 Budget (Receipts and Expenditures)
- o 2020 Detailed Financial Report (if ongoing project). Please make sure that the report includes the following information:
 - Amount received from other United Methodist sources
 - Amount received from non-United Methodist sources
- o Number of Employees and Annual Salaries: Part- time Full- time
- o Number of Volunteers:

Attached latest completed audit (if ongoing program/project)

Is the treasurer of this ministry/organization bonded? Yes No

SUSTAINING PROGRAM GRANT

Amount requested for 2021: \$

How many years has this ministry/program received a grant from the Board of Missions?

Total amount of all funding needed for the ministry/program in 2021?

Briefly describe the challenge or problem this ministry/program was created to solve. (i.e. why does it exist?)

How (in what ways) is your ministry/program “solving” that challenge or problem?

Briefly, describe the “who” this ministry/program exists to serve/help/resources.

How do you measure success for your ministry/program?

Please share the last three year’s statistics of the number of persons served/helped/resources by your ministry/program.

How does this ministry/program help to make disciples of Jesus Christ for the transformation of the world? What should the United Methodist Church Roanoke District support this ministry?

What is the funding plan for the next 2-5 years? What is the strategy for future sustainability?

If applicable, what percentage of Conference and District apportionments did your church pay in 2020?

Required Financial Information:

Please submit copies of the following:

- o Projected 2021 Budget (Receipts and Expenditures)
- o 2020 Detailed Financial Report. Please make sure that the report includes the following information:
 - Amount received from other United Methodist sources
 - Amount received from non-United Methodist sources
- o Number of Employees and Annual Salaries: Part- time Full- time
- o Number of Volunteers:

Attached latest completed audit.

Is the treasurer of this ministry/organization bonded? Yes No

BUILDING PROJECT

Amount requested for 2021:

Total amount of all funding needed for the project:

Sources of funding for this project:

Briefly describe the challenge or problem this project will solve.

Briefly, describe who this project will serve/help/resource.

How many years has requesting ministry/organization existed?

How do you measure success for your ministry/organization?

How does this ministry/organization help to make disciples of Jesus Christ for the transformation of the world? Why should the United Methodist Church Roanoke District support this ministry?

What is the funding plan for completion of the building project?

If applicable, what percentage of Conference % District % apportionments
were paid in 2020?

Has the Roanoke District Committee on Church Location and Building approved plans? (Only necessary if total cost is 25% of value of property)

Has the Charge Conference approved plans (building/renovation)?

Date:

Has the Charge Conference approved financial plans?

Date:

Has the District Superintendent give written approval?

Date:

Amount of present indebtedness?

What is the amount of other assets?

Cash \$ Investments \$ Other property \$

Required Financial Information:

Please submit copies of the following:

- o Projected 2021 Budget (Receipts and Expenditures)
- o 2020 Detailed Financial Report (if ongoing project). Please make sure that the report include the following information:

Attached latest completed audit (if ongoing program/project)

Is the treasurer of this ministry/organization bonded? Yes No