

2019 Grant Instructions United Methodist Church Roanoke District Board of Missions and Church Extension

Please carefully read all instructions as some information is new for 2019.

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. **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, 2019. 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 17, 2019.

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

or

Email to: RoanokeDistrict@vaumc.org

2019 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 and Sustaining Program (application begins on page 3)

Building Project (application begins on page 4)

FOR OFFICE USE:

Application Received on:

Application Reviewed by:

Reviewer Comments:

Grant Recommendation:

Grant Approved:

Notes:

INITIATING OR SUSTAINING PROGRAM GRANT

Amount requested for 2019: \$

Are you applying for an Initiating or Sustaining program grant?

Total amount of all funding needed for the ministry/program in 2018:

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/resource.

How many years has this ministry/program existed?

How do you measure success for your ministry/program?

Please share the last three year's statistics of the number of person served/helped resourced by your ministry/program:

How does this ministry/program 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 the next 3-5 year?

If applicable, what percentage of Conference _____ and District _____ apportionments did your church pay in 2018?

Required Financial Information:

Please submit copies of the following:

- o Projected 2019 Budget (Receipts and Expenditures)
- o 2018 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

BUILDING PROJECT

Amount requested for 2019:

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 2018?

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 2019 Budget (Receipts and Expenditures)
- o 2018 Detailed Financial Report (if ongoing project). Please make sure that the report include the following information:

Amount received from other United Methodist sources

Amount receive from non-United Methodist sources

Number of Employees and Annual Salaries: Part- time

Full- time

Number of Volunteers

Attached latest completed audit (if ongoing program/project)

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