

The Iowa Annual Conference of The United Methodist Church

Conference Connectional Ministries Council

2011 UNIFIED GRANT APPLICATION

This application is to be used for requesting grants from these committees:

1. Standing Committee on Community and Institutional Ministries
These funds are for Shalom Zone Ministries, emerging ministries, connectional agencies, and health ministries, including parish nurse programs.
2. Standing Committee on Hispanic Ministries
These funds are for support of Hispanic/Latino ministries and programming.
3. Standing Committee on Parish Development
These funds are for new congregational development and revitalization of existing congregations.

NOTE: Applications for **Matthew 25 Funds** are handled entirely within district offices; please contact your district staff for application forms and other related information.

Deadlines:

- ✓ Applications must be postmarked or hand-delivered to the district office **no later than June 13, 2010.**
- ✓ District teams must complete site visits, make recommendations and forward the applications and recommendations **by August 22, 2010 to:**

Attn: Marilee Taber
Iowa Annual Conference
2301 Rittenhouse St.
Des Moines, IA 50321
marilee.taber@iaumc.org

2011 UNIFIED GRANT APPLICATION

PLEASE NOTE:

- ✓ This application is due, complete with required signatures and documentation, in your district office *no later than June 15, 2010*.
- ✓ Application must be word-processed or typed; handwritten or hand-printed applications will not be accepted.
- ✓ Please review your completed form before submitting it; any incomplete grant applications (including those missing signatures) will be discarded.
- ✓ Keep a hard (paper) copy of your application for your files and reference.
- ✓ Applications are reviewed by the conference committees to whom they are submitted. All three committees meet concurrently when grant requests are being considered and they work consultatively; their recommendations are submitted to the conference Board of Global Ministries for approval.
- ✓ The decisions of the Conference Board of Global Ministries are final.

IF YOU HAVE QUESTIONS:

- ✓ The chairpersons of the standing committees (listed below) can assist you in clarifying whether your request fits the criteria for their particular committees.
- ✓ Your Field Outreach Minister can assist you in clarifying your ministry funding proposal and make suggestions to improve your application.
- ✓ Your district superintendent (as well as your Field Outreach Minister) can assist you in understanding the district process that will be used to review your application.

FURTHER INFORMATION:

- ✓ The granting committees will meet in September and October to review requests and prepare recommendations for the Board of Global Ministries.
- ✓ After the committees meet, the Board of Global Ministries will consider and take action upon committee recommendations.
- ✓ Grant applicants will be notified of funding decisions by November 15, 2010.
- ✓ The grant year begins on January 1, 2011.

Contact Information

District Staff	E-mail	Phone Numbers
Rev. David Crow, DS Rev. Jill Sanders, FOM East Central District 2200 Heritage Green Dr Hiawatha, IA 52233 <i>Ann Zeal, Secretary</i>	david.crow@iaumc.org jill.sanders@iaumc.org Ann.Zeal@iaumc.org	319-365-6273 Fax: 319-365-5310
Rev. Dennis Tevis, DS Rev. Jon Gaul, FOM North Central District 620 2 nd Street, Ste 1 Webster City, IA 50595 <i>Alanna Warren, Secretary</i>	dennis.tevis@iaumc.org jon.gaul@iaumc.org alanna.warren@iaumc.org	515-832-2784 Fax: 515-832-1244
Rev. Wes Daniel, DS Rev. Martha DiSilvestro, FOM Central District 604 8 th Street SW Altoona, IA 50009 <i>Wendy Lubkeman , Secretary</i>	wes.daniel@iaumc.org marthahill.DiSilvestro@iaumc.org wendy.lubkeman@iaumc.org	515-967-7639 Fax: 515-957-3152
Rev. Anne Lippincott, DS Rev. Jaymee Glenn-Burns, FOM Northeast District 2302 W 1 st Street, Ste, 110 Cedar Falls, IA 50613 <i>Janet Condon, Secretary</i>	anne.lippincott@iaumc.org jaymee.glenn-burns@iaumc.org janet.condon@iaumc.org	319-268-7502 Fax: 319-268-7521
Rev. William Poland, DS Rev. Paul Smith, FOM South Central District 709 Fumas Drive, Ste 1 Osceola, IA 50213 <i>Sue Booth, Secretary</i>	bill.poland@iaumc.org paul.smith@iaumc.org sue.booth@iaumc.org	641-342-1644 fax: 641-342-1647

Rev. Rose Blank, DS Phil Carver, FOM Southeast District 507 N Broadway Mount Pleasant, IA 52641 <i>Jean Carpenter, Secretary</i>	rose.blank@iaumc.org phil.carver@iaumc.org jean.carpenter@iaumc.org	319-986-2095 Fax: 319-986-2098
Rev. Brian Milford, DS Rev. Ed Kail, FOM Southwest District 1201 E 7 th Street, Ste 300 Atlantic, IA 50022 <i>Shirley Lewis, Secretary</i>	b.milford@iaumc.org ed.kail@iaumc.org shirley.lewis@iaumc.org	712-243-8573 Fax: 712-243-8574
Rev. Bernabe Colorado, DS Sarah Kitterman Stevens, FOM Northwest District 1206 W 4 th Street Storm Lake, IA 50588 <i>Judi Calhoon, Secretary</i>	bcolorado@iaumc.org sarah.stevens@iaumc.org judi.calhoon@iaumc.org	712-732-0812 Fax: 712-832-0955

Standing Committee on Community and Institutional Ministries

Rev. Lewis Flanigan, Chair
 P.O. Box 266
 Colo, IA 50056-0266
 641-377-2534
lsfz@yahoo.com

Hispanic Ministries Standing Committee

Paul Burrow, Chair
 2212 Lynndale Rd.
 Oskaloosa, IA 52577-9129
 641-673-4332
burrowpi@yahoo.com

Standing Committee on Parish Development

Rev. Jerrold Swinton, Chair
 2621 Moonlight Drive
 Des Moines, IA 50320
 515-753-4122
iersher4@gmail.com

2011 UNIFIED GRANT APPLICATION FORM

Section I. General Information

Local Church or
Organization _____

Project _____

Contact Person _____

Address _____

City, State, Zip _____

Telephone _____ Fax _____

E-mail _____

Church# _____ District _____

If this proposal is funded, where should grant funds be sent?

Mail the check to this person _____

Make the check out to this church or organization _____

Address _____

City, State, Zip _____

Telephone _____ E-mail _____

Note: Grants over \$1200 will be disbursed over 12 equal monthly payments.

Beginning in 2011, no exceptions will be made to this policy.

Section II. Ministry Information

Please answer each of the following questions as completely as possible. *Confine your responses to a total of three typewritten pages, single spaced, using a 12 pt. or larger font and 1 inch margins.* Attach the pages to this application.

Please Note: If you are requesting funds as a designated Mission Congregation, skip this section and move to Section III.

Note: For a complete definition of “Mission Congregation” and its equipping legislation please refer to Par. 259 of the 2008 Book of Discipline, Action Item #712 in the 2006 Iowa Annual Conference Journal (pp. 347-354), as well as Action Item # 304 in the 2009 Iowa Annual Conference Journal (pp. 300-303). If you are interested in applying to become a Mission Congregation, see your Leadership Development Minister for Evangelism and New Ministry Development.

1. Briefly describe your ministry, including a description of the development efforts in which you will be engaging/are engaged, and who will benefit from the ministry.
2. Tell the story of this ministry. How did it come about? Who participated in the planning? How did you decide on this course of action? Who are your partners in this ministry?
3. If you are already engaged in this ministry, how is it going? How are your partners participating in this ministry? How do you expect any grant funding to benefit the ministry or enhance your efforts?
4. How does this ministry reflect the area(s) of emphasis of the committee from which you are requesting the funds (new ministry development, making disciples, support of institutional ministries, etc.)?

If you are applying for a grant from the Hispanic Ministries committee, please describe how your ministry proposal follows the National Plan for Hispanic/Latino Ministry.

5. Describe the target population of this ministry. Does it reach out to and include racial/ethnic persons in your community?
6. What is the goal of this ministry? What measurable or observable results do you expect from this ministry, and how will you document and report those results?
7. What are the activities that you need to complete for this ministry, and what is your timeline for completing each activity?
8. How do you plan to sustain this ministry in future years?

Section III. Financial Information

PLEASE NOTE:

- ✓ All grants are 1-year grants. Some grants may be renewed but you will need to re-apply each year.
- ✓ Projects that show support from more than one source are more likely to receive funding than projects that expect to depend entirely on this grant.
- ✓ Significant local funding, is very important to the long-term health of your ministry, and therefore will be an important factor in the funding decision.
- ✓ (Where applicable) Your local church’s apportionment payment history will be included as part of the consideration during funding decision-making for grant requests.

A. What is this ministry’s budget? Please complete the table below.

Category	Grant Request	Amount of other cash funding	Amount of in-kind funding	Total Project Budget
Personnel				
Operational Expenses				
Travel				
TOTAL				

Definitions:

Personnel: Staff or volunteers involved in the ministry. Please include volunteers in the “in-kind funding” and value their time at \$10 per hour.

Operational Expenses: These are expenses that occur as a result of conducting this ministry. These expenses include, materials, supplies, part of the rent and utilities, etc.

Travel Expenses: This is the cost of reimbursement given by the ministry to personnel who use their own vehicles for travel associated with the ministry.

In-Kind Funding: This is the support that is given to the ministry that is not cash (for instance, donated space). Please put a dollar value on the support being given.

B. Budget Explanation. For each section of the request amount in the above table, please explain how you arrived at the requested amount. Please make the table larger if necessary. (You may use size 10 font for this table and remove the samples.)

Personnel	<i>Sample: staff position - hourly wage x weekly hours to ministry x number of weeks = salary request.</i>
Operational Expenses	<i>Samples: cost of paper x amount, cost of meals x number of meals, rent x number of months x percent used for ministry</i>
Travel Expenses	<i>Sample: rent x number of miles to be driven x reimbursement rate = travel request.</i>

C. Other Sources of Funding. Please list other funding providers for this ministry and whether those funds have been confirmed. Please add rows to the table if necessary.

Funding Source	Amount (specify cash or in-kind)	Confirmed or Pending?

Section IV: Progress on Ministry Covenant
(To be completed by designated Mission Congregations ONLY.)

1. Please reprint here the 50-word Ministry Plan description that is part of your Ministry Covenant.

2. Is this the ____1st ____2nd ____3rd year of your Ministry Plan?

3. On separate sheets, please list the specific goals and benchmarks you set for the past year in your Ministry Covenant. For each goal*, please answer the following questions:

- a. Have you met the benchmarks set for the ministry this past year?
- b. If so, give evidence of fruitfulness of the ministry.
- c. If not, what obstacles prevented benchmarks from being met?
- d. How will your progress/lack of progress on your Ministry Plan affect your goals and benchmarks for the coming year?

**Please use no more than one page per goal to give the information requested in #3.*

4. Please include a one-page assessment of your ministry as a Mission Congregation from your assigned coach.

5. What churches and other organizations you have developed as partners with you in your ministry? Include highlights of these ministry partnerships. *Please use no more than two pages to answer this question.*

6. In 100 words or less, list ways you have become a teaching church to other churches within the Iowa Conference.

7. In 250 words or less, share any other information that would assist the Standing Committee on Parish Development in evaluating the progress you are making in fulfilling your Ministry Covenant.

Section V: Signatures and Approvals

Applicant Local Church or Organization Approval Signatures

Church Council or Board Chairperson _____
Date

Pastor or Director _____
Date

Applications without signatures will not be accepted.

Applicant, please do not write below this line.

**District Site Visit and Recommendations
Report and Signatures**

Signature(s) of person(s) conducting site visit:

Position _____
Date

Position _____
Date

District Council Chair _____
Date

District Superintendent or District Field Outreach Minister _____
Date

Reminder: Applications without signatures will not be accepted.