

SOUTH CENTRAL DISTRICT 2011 MATTHEW 25 GRANT APPLICATION

Contact Information *(please complete this page and attach to front of proposal)*

Local Church or organization:	
Project Name:	
Contact Person:	
Address:	
City, State, Zip:	
Telephone:	
Email:	
Fax:	
Matthew 25 Request Amount:	\$

If this proposal is funded, to whom should we send grant funds?

Make the check out to this church or organization:	
Tax ID Number (FEIN or SSN):	
Mail the check to this person:	
Address, City, State, Zip:	
Telephone:	
Email:	
Please select a remittance schedule:	<input type="checkbox"/> Quarterly <input type="checkbox"/> Monthly <input type="checkbox"/> Single Lump Sum

Signatures and Approvals

Church Council or Board Chairperson _____

Date

Pastor or Director _____

Date

This application is due to the South Central District Office by August 27, 2010 (postmarked) or August 31, 2010 (hand delivered). We will not accept proposals by fax or email.

Matthew 25 Grant Application
South Central District Office
709 Furnas Dr., Ste 1
Osceola, IA 50213

Matthew 25 Proposal Instructions

Please answer the following 10 questions. Please copy the questions onto other sheets of paper and answer them in the order they are asked. Please use the following page format:

Page Limit: 5 pages total for the first 10 questions.

Font Size: 11 or 12.

Margins: 1 inch.

We will need a six month report and an end of the year report on how Matthew 25 funds were used. **Failure to make this reports could jeopardize future funding request!**

Ministry Information

1. *Project Description:* Briefly describe your project, including the type of ministry, personnel involved, and the target population (the persons who will benefit from the ministry i.e.: Hispanic persons, the poor, children) for this ministry.

2. *Background Information:* How did this ministry come about? Where did the original idea come from? Who participated in the planning (i.e.: community, church, clients)? Has this ministry previously received Iowa United Methodist Conference funding?

3. Who are your partners in this ministry and how will they be a part of the ministry? (*sample:* “The local homeless shelter will provide space.”) How is the target population involved in the ministry?

4. To what extent does this ministry address the needs of the following groups (choose any one, two, or all):
 - The poor?
 - Hispanic persons?
 - Children, particularly children whose families have few resources?

5. What are the activities you need to complete for this ministry and what is your timeline for completing each activity? (*sample:* January 2010: advertise for and hire staff.)

6. If you are already doing this ministry or something like it, how is it going? What do you expect to change as a result of the addition of Matthew 25 funds?

7. How does this ministry reflect the mandates of Matthew 25:31-46?

8. How does this ministry address social structures (root causes, underlying systems) that cause hunger, homelessness, destitution, lack of access to health care, injustice, isolation, and/or discrimination?

9. What is the goal of this ministry? What measurable or observable results do you expect from this ministry? (*samples:* “The number of children in our community without adult supervision after school will decrease because of this afterschool program.” “80% of the parents whose children are in the afterschool program will feel a decrease in worry about their children’s safety after school.”) How will you document those results?

10. How do you plan to sustain this ministry in future years?

Financial Information

Please complete this page and attach to the back of the rest of the completed proposal.

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

Category	Matthew 25 Request	Amount of other cash funding	Amount of in-kind funding	Total Project Budget
Personnel				
Direct Expenses				
Indirect Expenses				
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.

Direct Expenses: These are expenses that would occur only because of this ministry. For instance, materials, supplies, travel (including rate of reimbursement).

Indirect Expenses: These are expenses that would occur even if the ministry did not take place, but that could be considered part of the cost of the ministry. (For instance: part of the rent and utility expenses.)

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; value volunteer time at \$10 per hour.

B. Budget Explanation. For each section of the Matthew 25 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>
Direct Expenses	<i>Sample: cost of paper x amount, cost of meals x number of meals, number of miles x mileage</i>
Indirect Expenses	<i>Sample: rent x number of months x percent used for ministry = rent 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?
