



## GRANTS MINISTRY

### ANNUAL GRANT APPLICATION

#### INTRODUCTION

The United Methodist Foundation of New England's (UMFNE) Grants Ministry seeks to empower faith communities and organizations in the New England Annual Conference of the United Methodist Church in their ministry for Christ and service with the communities around them.

The goals for the Annual Grants ministry are to develop or enhance partnerships with faith communities and agencies within the New England Annual Conference by funding strategic, vital, and creative ministry.

Proposals for Annual Grants should reflect, and comply with, all aspects of the Foundation's "Information for Applicants".

#### APPLICATION INSTRUCTIONS

Completed applications will include all items listed below at the time of submission. Incomplete applications will not be accepted. If there are any questions about the application and grant process please contact David Abbott, Director of Stewardship.

**Completed applications may be submitted electronically in one PDF no later than 5pm on May 15th to [dabbott@umfne.org](mailto:dabbott@umfne.org).**

#### CHECKLIST OF APPLICATION CONTENTS

- \_\_\_ Annual Grant Application
- \_\_\_ Project Line Item Budget (*Use Foundation Grant Budget Common Document*)
- \_\_\_ Organization/Parent Organization Budget (*if applicable*)
- \_\_\_ All Other Committed, Pending or Requested Funds Summary
- \_\_\_ Verification of Nonprofit Status (*unless UMC of NEAC*)
- \_\_\_ Two Letters of Support. **One letter from either your NEAC District Superintendent, Bishop, Bishop's Assistant, Director of Congregational Development, or Director of Congregational Ministries. The second letter should be written on behalf of the Church Council, Admin Board, or a similar leadership committee.** It cannot be written by the author of the grant.



42 Route 111 / Suite 200 / Derry NH 03038  
 ph: (800) 595-4347 / email: [info@umfne.org](mailto:info@umfne.org)

## GRANTS MINISTRY ANNUAL GRANT APPLICATION

Name of Applicant Organization		
Address		
City/State/Zip		
Contact Person	Title	
Phone Number	Email	
Alternate Contact Person	Phone	Email
Organizational Mission and Non-Profit Status (Please provide proof if not a UM church)		
Project Name/Purpose		
Total Amount of Project Budget	Grant Amount Requested (Not to exceed \$5,000)	
Project Start Date	Expected Duration of Project	
<p>Organizations receiving Grants Ministry funds acknowledge that these funds are to be used solely in support of the purposes specified in the grant request submitted to the Foundation and as reviewed and approved by the Foundation's Grants Committee.</p> <p>Organizations receiving funds agree to adhere to the Foundation's reporting requirements, including yearly progress reports, actual budget of expenses, and other information as requested by UMFNE.</p> <p>The above conditions of grant awards are hereby accepted and agreed to as of the date specified below:</p>		
Title and Name of Organization/Board/Council Officer		
Signature of Contact person	Date	



GRANTS MINISTRY ANNUAL GRANT APPLICATION (CONTINUED)

**Population Served:** (check all that apply)

Children

Youth

Adults

Older Adults

Women

Ethnic community:

(Please specify) \_\_\_\_\_

Other

**Geographic Area:** (check all that apply)

State:  MA  NH  ME  VT  CT  RI

Urban  Rural  Suburban

***Please provide clear and concise responses. This section is limited to provided space.***

1. What is your organization's mission?

2. Describe the proposed project. *[These grants are not for capital improvements or deferred maintenance. To apply for such a loan contact Tom Kinney, Loan Officer.]*

3. How does your project align with the Foundation's Grants Ministry purpose and goals as described in the "Information for Applicants" document?

4. How will the Grants Ministry funds be used within the project? *Please provide a narrative description of the budget you are including in your application.*

5. What measurable outcomes are expected for this project? How will you monitor them during the program? *You will be expected to reference the in the final report due at the conclusion of the grant award period.*

6. What are your sustainability plans for the program after the grant?

7. Please provide additional information that supports this proposal including potential community and/or financial partners and more.

**Application must be received by 5pm, May 15th**