GRANTS MINISTRY

ANNUAL GRANT APPLICATION INFORMATION

Please review this information prior to applying.

The purpose of this information is to assist organizations and faith communities that are considering applying for financial support through the United Methodist Foundation of the Northeast Grants Ministry.

HISTORY

- Launched in 1999 and re-established in 2008, the Grants Ministry fulfills the third element of the United Methodist Foundation of the Northeast (the Foundation) charter: *"To aid and give financial assistance to religious, charitable, and educational causes and institutions of the United Methodist Church, particularly those of the New England Annual Conference (NEAC)."*
- Funding for the Grants Ministry is provided by: *The G. Neil Harper Endowment for UMF Grant Program*, the *G. Neil and Anne Yost Harper Endowment*, *Friends of the Foundation, Foundation Board of Directors*, and *staff*. This ministry is committed to modeling active and faithful stewardship by providing grants. The Foundation Board determines the amount of funds available each year.

PURPOSE

- These grants within this ministry are awarded annually. These grants might be outright or matching as determined by the Foundation's Grants Committee.
- They may be used to:
    - promote/develop generous funding for new or existing ministries
    - encourage stewardship development
    - bring existing ministries to a new level
    - start a new ministry
    - encourage community involvement
    - expand resources
    - support other areas of ministry as approved by the Grants Committee
- The funds cannot be used for salaries.
- No capital improvements or deferred maintenance. To apply for a loan for such work contact Tom Kinney of the Foundation's Loan Program.

GOALS

- The goals to be accomplished through the Foundation's Grants Ministry include:
    - funding strategic, vital, and creative ministries of United Methodist organizations and faith communities of the New England Annual Conference.
    - developing partnerships with churches as well as agencies and committees of the New England Annual Conference in various ministry and mission projects.

PROCESS

- Requests must fall within purpose and goals of the Foundation's Grants Ministry.
- Completed applications, as described below, must be submitted by 5pm on May 15th.
    - Incomplete applications will not be accepted.
    - During the application process, the Foundation's Grants Committee may request further information or visit the applicant's site.
    - Applications are to be submitted **electronically in one PDF**.
- Grants will be awarded up to $5,000 depending on available resources.
    - Regardless of the application request, grants may be awarded as outright or matching as determined by the Foundation's Grants Committee.
    - Decisions for awarding the grants are made in June with disbursement of awarded funds by late July.
- A maximum of two years of consecutive funding for an organization or faith community will be considered. Organizations and churches may apply again one year after the completion of the second consecutive year of participation in the Grants Ministry.
- A final report for the project will be required for those who receive the grants. The due date for the final report will be specified in the Grant Agreement Letter.
- Unsuccessful applications will be notified of their status by late summer.
- Organizations and faith communities are encouraged to secure additional funding from other sources.
- Please do your due diligence concerning costs, facts, and feasibility when writing the grant request as re-purposing of grants is seldom approved.

REVIEW & AWARD PROCESS

- The completed application must be received at the Foundation by 11:59 pm on May 15th.
    - Incomplete applications will not be accepted.
- The application will be reviewed to confirm that it is in alignment with the purpose and goals of the Grants Ministry.
    - Those who submit applications that do not align with the purpose of the Grants Ministry will be notified.
- If in alignment, the application will be submitted to the Grants Committee for review.
- The decision by Grants Committee will be conveyed to grant applicant.

- If awarded, the recipient and Foundation will enter into a covenant with the following recipient responsibilities:
    - The Grant Award agreement will be signed and returned to the Foundation.
    - The awarded grant funds will be used within 12 months of the grant award and in accordance with the details of the approved grant application.
        - If circumstances change and such compliance is not possible, please contact Adama Brown, Director of Impact and Grants.
    - The recipient organization will acknowledge the United Methodist Foundation of the Northeast Grants Ministry as a partner in the grant ministry funded area of ministry on their website and in other promotional materials. Copies of such materials will be submitted to the Foundation with the final report.
    - The final report will be submitted within the time frame as agreed to in the Grants Award agreement. Please include stories and pictures describing the impact of the ministry as part of this report. Such information will be used to promote the Grants Ministry in the future.

Any questions about this process please contact Adama Brown, Director of Impact & Grants.