



GRANTS AND FINANCIAL ASSISTANCE MINISTRY

PURPOSE AND HISTORY

- ◆ Launched in 1999 and re-established in 2008, the Grants and Financial Assistance Ministry fulfills the third element of the Foundation's 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."
- ◆ Funded by the Foundation's Endowment for Grants and Financial Assistance and by support from the Foundation Board of Directors and Friends, the ministry is committed to modeling active and faithful stewardship by making grants and by building a strong endowment for the future.
- ◆ Funds are distributed to churches and agencies through 1) an annual application process and 2) a rapid-response process designed to accommodate requests for immediate support in time-sensitive situations.
- ◆ The Foundation Board will determine the available funds for each year as they seek to balance the need to build the endowment base and to disburse as much of the grant funds as possible.

MISSION

To foster strategic initiatives that promote faithful personal and congregational stewardship.

Churches are strategically positioned to teach and model values that strengthen financial stewardship and address human needs. Agencies responding to the needs of God's people are also appropriate partners for this ministry. The Ministry seeks to fund projects that:

- ◆ Create stewardship opportunities while also responding to direct human need
- ◆ Motivate growth in financial giving
- ◆ Increase participation in stewardship services, resources, or other related ministries and/or training events
- ◆ Affirm positive projects, investments or accomplishments

The **Grants & Financial Assistance Committee** evaluates and awards funds to programs that support its mission through projects that demonstrate the following characteristics.

- ◆ **ALIGNMENT** - Understand and seek to partner with the priorities of the Grants and Financial Assistance Ministry.
- ◆ **SYSTEMIC IMPACT** - Enable comprehensive change and promote the growth of ministry, stewardship and/or service.
- ◆ **CATALYST/LEVERAGE** - Stimulate growth, build capacity, foster creative and holistic thinking and/or reach beyond the walls of the church or agency to build strategic partnerships.
- ◆ **SUSTAINABILITY** - Understand the need to fund today's ministry and to build resources for the future such as planned gifts and endowments. Willingness to explore multiple funding methods including matching funds, challenge grants, scholarships, and other direct grants.

PROJECT EXAMPLES

- Activities that address direct human need and strengthen sustainability
- Stewardship resource programs for congregations including personal finance training and giving campaigns
- Training events equipping leaders to train others locally on stewardship or development
- New stewardship programs or missions
- Projects that support development of new and existing resources

Grant Size and Renewal Guidelines

Grants will range between \$500 and \$5,000. Rapid Response grants are one time only and non-renewable. For Annual grants, a maximum of two years of consecutive funding will be considered on a case-by-case basis. Programs can reapply (12) twelve months after the end of funding. Organizations are encouraged to secure additional funding.

Grant Recipient Responsibilities

All recipients are expected to:

- ◆ Use the funds within 12 months of receipt and in accordance with proposed activities.
- ◆ Acknowledge the United Methodist Foundation of New England's Grants and Financial Assistance Ministry on their website, and in newsletters and promotional materials. Send copies of these promotional materials to the Grants and Financial Assistance Ministry Committee.
- ◆ Submit a final report 13 months after the initial award letter detailing learnings, accomplishments and accounting for expenditures.

DECISION-MAKING PROCESS

A. Rapid Response Grants

- ◆ Rapid Response decisions will be received in 4-6 weeks after proposal submission. See Grants and Financial Assistance Ministry Rapid Response Application for more information.

B. Annual Grants

- ◆ See Grants and Financial Assistance Ministry Rapid Response Application for more information. Completed applications are due by 5pm on October 15th. Applicants are encouraged to submit completed applications electronically or by mail. Applicants are encouraged to call in advance for feedback on their proposed project.
- ◆ During application evaluation, United Methodist Foundation of New England staff or Grants and Financial Assistance Committee members may request further information or visit program sites.
- ◆ Grant selections are made in December with disbursement by the end of the year. Unsuccessful applications will be also notified in December.

Contact Information: Bonnie Marden, *Development Associate*, bonnie@umfne.org, 1-800-595-4347 x106



UNITED METHODIST FOUNDATION OF NEW ENGLAND
GRANTS & FINANCIAL ASSISTANCE MINISTRY

RAPID RESPONSE APPLICATION

INTRODUCTION

Our mission is to fund projects that serve as catalysts for growth and development of faithful personal and congregational financial stewardship. Churches and mission agencies are strategically positioned to teach and model values that strengthen financial stewardship as well as care for the various needs of the world and all God’s people. The Foundation’s *Grants and Financial Assistance Ministry* (GFAM) seeks to empower churches and agencies to both respond to direct human need and to expand stewardship knowledge, practices and development. We look forward to partnering with others through a variety of grants and financial assistance awards. Funds are available through a rapid response process and an annual application process.

RAPID RESPONSE PROCESS

In order to respond to time sensitive needs and opportunities, the GFAM Committee accepts Rapid Response proposals at any time. Proposals should consider the goals of the *Grants and Financial Assistance Ministry* and demonstrate an understanding of the Foundation’s mission for this grant ministry. Proposals are reviewed promptly and notification is typically within 4-6 weeks.

RAPID RESPONSE PROCESS

Please answer all questions as clearly and concisely as possible. Applicants are encouraged to submit completed applications electronically or by mail.

Please answer the following questions in detail.

1. Why does this situation require a Rapid Response?
2. Explain how the requested funds will help to accomplish your goals
3. Explain how the funded project is aligned with the priorities of the GFAM.

Organization Name: _____

Contact Person: _____ Title: _____

Phone: _____ Fax: _____ Email: _____

Alternate Contact Person: _____ Title: _____

Alternate Phone: _____ Fax: _____ Email: _____

Organization Mailing Address: _____

Program Address (if different): _____

Amount Requested: _____

Use of Funds Description: _____

Expected Outcome or Accomplishment: _____

Who else can provide information about this request?

Name: _____ Relationship to Project: _____

Phone: _____ Email: _____

Letters of Support: Attach a brief recommendation from your District Superintendent and/or documentation of support by your Board of Directors or Church Council/Administrative Board.

Mail Applications To:

UMFNE

Attn: Grants & Financial Assistance Ministry

PO Box 370

Hampstead, NH 03841-0370



UNITED METHODIST FOUNDATION OF NEW ENGLAND
GRANTS & FINANCIAL ASSISTANCE MINISTRY

ANNUAL GRANT APPLICATION

INTRODUCTION

Our mission is to fund projects that serve as catalysts for growth and development of faithful personal and congregational financial stewardship. Churches and mission agencies are strategically positioned to teach and model values that strengthen financial stewardship as well as our care for the various needs of the world and all God’s people. The Foundation’s *Grants and Financial Assistance Ministry* (GFAM) seeks to empower churches and agencies to both respond to direct human need and to expand stewardship knowledge, practices and development. We look forward to partnering with others through a variety of grants and financial assistance awards.

APPLICATION

Please make all answers as clear and concise as possible. Your responses must be limited to (5) five pages. Proposals must be submitted no later than 5pm on October 15th. Applicants are encouraged to submit completed applications electronically or by mail.

Checklist of Application Contents:

- Application Coversheet and Application
- Project Budget and Organization/Parent Organization Budget
- All Committed, Pending or Requested Funds
- Verification of Non-Profit Status

Program Mission: (check all that apply)

- Direct Human Need
- Giving and Stewardship Growth
- Leadership Training or Education
- Resources or Materials
- Affirmation/Recognition of Leadership

Grant Use: (check all that apply)

- Program/Event
- Capacity Building
- General/Operating
- Other: _____

Target Population: (check all that apply)

- Children
- Youth
- Older Adults
- Women
- Ethnic population
- Other _____

Geographic Area: (check all that apply)

- State: MA NH ME VT CT RI
- Urban Rural Suburban

Total Organization Budget: _____

Total Project Budget: _____

Proposed Project Start Date: _____

EIN# (501c3): _____

Organization Name: _____

Contact Person: _____ Title: _____

Phone: _____ Fax: _____ Email: _____

Alternate Contact Person: _____ Title: _____

Alternate Phone: _____ Fax: _____ Email: _____

Organization Mailing Address: _____

Program Address (if different): _____

1. What is your organization's mission?
2. Briefly summarize the project.
3. How does the project align with the priorities of the Grants and Financial Assistance Ministry?
4. Grant amount requested and a description of how the funds will be used.
5. What measurable outcomes are expected if funding is awarded?
6. What is your vision for the future or your long-range plans?
7. Who else can provide information about this request?

Name: _____ Relationship to Project: _____

Phone: _____ Email: _____

8. Letters of Support: 1) Documentation of Board of Directors or Church Council/Board affirmation
2) Documentation of District Superintendent support

Applications will not be accepted without full budget information. Please include:

- Specific project/program expense proposal
- All income sources in-hand, anticipated and requested
- Expense and income figures for the “parent” organization (*if applicable*)
- Amount of support provided to the project by “parent” organization (*if applicable*)

Application must be received by 5pm, October 15th

Mail Applications To:

UMFNE
Attn: Grants & Financial Assistance Ministry
PO Box 370
Hampstead, NH 03841-0370



UNITED METHODIST FOUNDATION OF NEW ENGLAND

10 Bricketts Mill Road ♦ Suite 5 ♦ PO Box 370

Hampstead, NH 03841-2396

ph: (603) 329-4444 ♦ (800) 595-4347

fx: 866-231-5921 ♦ email: info@umfne.org

GRANTS & FINANCIAL ASSISTANCE MINISTRY

REPORT FORM

The United Methodist Foundation of New England Board of Directors believes it is important to receive a follow-up report from all grant recipients. Your organization has a responsibility to provide information regarding the use of grant funds as well as the success of the project or program to which the funds were applied.

Please complete this form and return it within thirteen (13) months or on the completion of the grant project, whichever comes first. If this grant was awarded for more than one year, an annual report is expected.

Failure to report on ministries developed from the use of grant funds may impact consideration for future funding.

To the extent appropriate, please furnish the information requested. When the space provided is inadequate, attach additional pages. Any pictures and/or material relevant to your report may also be included.

A. GRANT RECIPIENT:

Name: _____

Address: _____

Project Description: _____

B. PROJECT REPORT:

1. Based on the criteria identified in your grant application, assess how effectively the project (to date) has met your goals and objectives. Please provide details about the number of individuals served or other data about the scope of project.

2. Detail fund expenditure including: dates, amounts, payee, and services or materials obtained and attach to this report.

3. Date of completion or estimated date of completion. _____

4. Provide any additional information or comments you feel appropriate. _____

5. Please provide a contact name and telephone number.

Name: _____ Title: _____

Phone: _____

Submit completed report to:

UMFNE
Attn: Grants & Financial Assistance Committee
PO Box 370
Hampstead, NH 03841-0370



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GRANTS & FINANCIAL ASSISTANCE MINISTRY

PROPOSAL COVER SHEET/AWARD FORM

Name of Applicant Organization	
Address	
City/State/Zip	
Contact Person	
Phone Number	
Organizational Mission	
Project Name/Purpose	
Total Amount of Project Budget	Grant Amount Requested
Project Start Date	Expected Duration of Project
<p>Organizations receiving UMFNE grant 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.</p> <p>Organizations receiving funds agree to adhere to the Foundation's reporting requirements, including submission of an expenditure report on the use of the grant funds.</p> <p>The above conditions of grant are hereby accepted and agreed to as of the date specified:</p>	
Title/Name of Principal Organizational Officer	Date
Signature	