



United Methodist Frontier Foundation 2018 Rev. Keith Muhleman Ministry Grants

Who is the United Methodist Frontier Foundation?

The United Methodist Frontier Foundation is first and foremost United Methodist. The Foundation raises, manages and distributes funds, and provides financially-oriented support and stewardship services for churches in the New York and Upper New York annual conferences as well as for district and conference United Methodist entities. Our core competencies are Fund Management, Stewardship Training, and Planned Giving for Congregations and Individuals. Our investment vehicles follow the United Methodist social principles and provide reasonable returns for reasonable rates.

What does this mean for you?

We assist churches with:

- Financial education & investment management services
- Developing investment policies
- Setting up Endowment Programs
- Stewardship programs that create a culture of generosity
- Feasibility Studies, Capital Campaigns, & Miracle Sundays

The Frontier Foundation's Grants Program will award one or more grants (\$5,000 total per Conference) to local churches within the New York Annual Conference (NYAC) and one or more grants (\$5,000 total per Conference) to local churches within the Upper New York Annual Conference (UNYAC).

Purpose: The purpose of the "UMFF Rev. Keith Muhleman Ministry Grants" is to encourage and support creative and vital ministry in the local church. A grant will be awarded to a local church whose **initiative, creativity, and commitment** to the Gospel is evident in a ministry or program designed to meet an existing or emerging need within the congregation or greater community. The grant may be used either to establish a new ministry or to support an existing ministry, **and may not be used simply as an additional revenue source for the church's Operating Budget.**

Timeline: Grant applications are due in **electronic format** to contactus@umff.org no later than close of business on **Wednesday, March 28th, 2018**. We realize that this deadline is during Holy Week, so we encourage you to complete your application in the weeks before the deadline.

Applications will be evaluated by the Grant Review Committee in order to make recommendations to the Board of Directors at the United Methodist Frontier Foundation's April 20-21, 2018 board meeting. Both the selected and non-selected churches will be notified soon after the April board of directors meeting.

Please do not hesitate to contact Ellen Knudsen, Executive Director, if you have any questions.
eknudsen@umff.org or 914-615-2238.

Grant Application Requirements

The proposed ministries and programs to be funded (in part) by the grant award must be defined in sufficient detail on the grant application, along with the purpose that the grant award would play in successfully implementing the ministry or program. The application form will also require the applicant church to provide a timeline for the use of the grant award and the measurable objective criteria by which the ministry or program will be evaluated for its success in achieving the results outlined in the ministry/program definition.

The components of the grant application include the following:

Application Cover Sheet (page 3) :

Provide the church name, address, and contact information as well as a project name, brief description and amount requested in this application. The Cover Sheet also includes Grant Submission Authorization signatures of leaders from the Church.

Grant Program Request (page 4):

Describe in appropriate detail (shorter is better) the church's ministry or program for which this grant application is being submitted. The detail should include how the requested grant funding will be used to either create or sustain a ministry or program designed to meet an existing or emerging need within the congregation or greater community. Both a grant expenditure timeline and program evaluation criteria must be included in the request. Grant recipients will be expected to complete and submit a written report detailing the results measured against such criteria.

Church Financial History (page 5):

Describe the church's financial history for the last three years (2015-2017), including any budget deficits, endowment fund reductions and the impact of this financial history on the fulfillment of the church's ministry.

Current Church Financial Position (page 6):

Describe the current financial position of the church, its 2018 Operating Budget and its major challenges faced in sustaining a sound financial position.

**2018 UMFF Rev. Keith Muhleman Ministry Grant Application
Application Cover Sheet**

CHURCH _____

CONFERENCE _____ DISTRICT _____

ADDRESS _____
(Street) (City) (State) (Zip Code)

CONTACT _____
(Name) (Phone #) (Email Address)

Project Name: _____

Brief Description (10 words or less): _____

Amount of request (Maximum \$5,000): _____

Grant Submission Authorization:

_____ Date _____
Chairperson, Church Council/Administrative Board

_____ Date _____
Chairperson, Board of Trustees

_____ Date _____
Pastor

_____ Pastor's email address _____ Pastor's phone # _____

Forward complete and legible application as an email attachment to the UMFF Office (contactus@umff.org) by no later than the close of business on Wednesday, March 28, 2018.

2018 UMFF Rev. Keith Muhleman Ministry Grant Application

GRANT PROGRAM REQUEST

Provide a narrative description of the church's ministry or program for which this grant request is being submitted. The detail must include the following four components:

- (1) **Statement of Need:** This section must paint a picture of the congregation's or community's need that will be addressed by the ministry or program for which the application is being submitted. A clear link between the described need and the proposed ministerial solution must be established in the Statement of Need.
- (2) **Funding Request:** Please describe how the requested grant funding will be used to either create or sustain the ministry or program designed to meet an existing or emerging need within the congregation or greater community.
- (3) **Grant Expenditure and Sustainability:** Please provide details to describe both the proposed timeline of the grant expenditure and the other funding resources that have or will be secured to ensure the sustainability of the ministry or program over a three-year period if this is an ongoing program. **Please include a budget for this program.**
- (4) **Program Evaluation Criteria:** How will you know if you are successful? The ministry or program evaluation criteria must be included in the request. The criteria must be based upon a set of measurable objectives that are achievable within the scope of the proposed ministry/program activities. Grant recipients will be expected to complete and submit a written report providing the results measured against such criteria.

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CHURCH FINANCIAL HISTORY

	<u>2015</u>	<u>2016</u>	<u>2017</u>
<u>INCOME</u>			
Stewardship Pledges			
Fundraisers			
Endowment Income			
Gifts			
Special Sunday Offerings			
Other			
TOTAL INCOME:			
<u>EXPENSE</u>			
Administrative			
Building(s) Operating Costs			
Maint./Repair			
Finance/Insurance			
Staff			
Apportionments			
Other			
TOTAL EXPENSE:			
SURPLUS / (DEFICIT):			

Please describe the impact (if any) of this financial history on the fulfillment of the church's ministry:

2018 UMFF Rev. Keith Muhleman Ministry Grant Application

CURRENT CHURCH FINANCIAL POSITION

2018 OPERATING BUDGET:

INCOME

- Stewardship Pledges
- Fundraisers
- Endowment Income
- Gifts
- Special Sunday Offerings
- Other

TOTAL INCOME:

EXPENSE

- Administrative
- Building(s) Operating Costs
- Maint./Repair
- Finance/Insurance
- Staff
- Apportionments
- Other

TOTAL EXPENSE:

SURPLUS / (DEFICIT):

Please describe the current financial position of the church and its major challenges faced in sustaining a sound financial position:
