

FLINT RIVER PRESBYTERY GRANT FUNDING 2021

2nd Wave Grant Cycle

The Committee on Mission and Evangelism (CME) is pleased to announce that we are able to offer a second grant cycle to small churches in 2021. Grants will be made to congregations seeking to engage the community in enhanced mission, outreach, and church transformation. These grants are primarily intended for churches that did not previously apply for or receive 2021 grants.

How will this 2nd wave grant cycle work?

- Applications will be made available in January 2021, will be announced at the February 6 presbytery meeting, and will also be available on the FRP website.
- Grant application deadline is April 26.
- The CME grant review team will meet in May and determine allocations and notify applicants immediately thereafter.
- Grant monies will be made available in late May or early June, depending on when the funds are requested/needed.

What is the Walter Flint Fund? Flint River Presbytery is grateful to the foresight of Walter Flint in establishing the Walter Flint Fund and entrusting the stewardship of that fund to FRP. In 2017, Walter left a sizeable bequest to this fund which greatly enhances our ability to assist small churches. Unfortunately, for budget year 2021 Flint River Presbytery's grants programs will have to rely ONLY on funding from the Walter Flint Fund to make the continuation of our grants program possible. At the same time, we must honor the stipulations and conditions set upon the disbursement of those funds which means **that only churches with 100 members or less are eligible for CME grants.** The Finance Committee, which manages the fund, has further clarified those purposes for which these funds may be used, as follows:

"The fund shall be used for the work of small churches, which are defined as having an active membership of no more than 100 members. Such work shall include, but not be limited to, the following uses:

- 1. subsidies toward the salaries of ministers and other staff*
- 2. payment of recurring expenses, such as insurance premiums and utilities*
- 3. programs and projects that enrich and equip the congregation as they engage with one another and their community.*
- 4. Purchase and maintenance of needed equipment such as computers, copiers, software, phones, and audio-visual equipment.*
- 5. Mission and outreach initiatives in their communities and our presbytery.*
- 6. Scholarships for members of small churches to attend conferences & camps (such as the Wee Kirk conference, Montreat conferences, Dogwood Acres camp and Celebration of Faith)*
- 7. FRP programs and initiatives that benefit the small churches within its bounds (such as a dedicated staff person that assists small churches.)*

Funds shall not be used to include the construction or purchase of buildings or other real property or physical repairs to plant or facilities, unless approval is given under "extraordinary circumstances" ("extraordinary circumstances" are to be understood as a catastrophic occurrence such as a fire or natural disaster that rendered the church property unsafe and or uninhabitable). Disbursements shall not in any year exceed earnings. "

CME may award grants for purposes numbered 1 through 6.

CME provides grant funding through Mission Enhancement Grants

Mission Enhancement Grants are intended to help congregations in their current ministry by assisting with utility bills and liability insurance premiums; to supplement or improve existing projects or programs; or to launch new programs or projects. Examples of possible uses for enhancement grant funds might include after school or summer youth and children's programs, support for and additions to the church's music ministry, a community outreach program, investment in outreach materials, and staff support. Below are some specific types of mission enhancement grants for which you may apply; but do not be limited to these suggestions. We welcome your creative ideas that address your church's particular needs.

- **Staff enhancement grants** will provide partial funding for pastoral or administrative staff, children and youth directors, and music directors and/or musicians.
- **Board of Pensions Assistance Grants** would pay all or part of the Board of Pensions dues for ministers for churches that might otherwise not be able to call or retain a pastor. As BOP dues are currently 37% of a pastor's effective salary, this is a substantial stumbling block.
- **Financial/Bookkeeping Assistance Grants** provide funds to pay for bookkeeping and other financial assistance. In particular, Toni Hatfield, the part-time FRP bookkeeper has indicated that she could take on such duties for small churches, to include payroll, taxes, bill paying, and other financial management. There may also be other bookkeepers at larger churches who might be willing to take on such duties for smaller churches in their area. Generally, this type of grant will be for off-site assistance (be it Toni or someone else).
- **Scholarship Grants** provide funding for pastors or church members, or their children, to participate in conferences, camps, or continuing education opportunities.
- **Technical Assistance Grants** provide funding for equipment or personnel to enhance virtual and in-person worship, meetings, and events.

Congregations interested in seeking grants should first prayerfully discern where the Spirit is leading their church, what resources the congregation can bring to bear on their ministry (both financial and human) and how the presbytery can best support the ministry of the congregation. Recipients will be required to sign and return an agreement that the church will comply with specific stipulations for their grant. Funds will not be released without the signed agreement and continuing compliance with these stipulations.

Applications for 2021 Grants must be received by 5:00 P.M Monday, April 26, 2021.

Electronic submission is REQUIRED: please send to pambmoye@charter.net, and copy ecantrell@flintriverpresbytery.org. Please do not submit a scanned application, as these are often difficult to read. Complete the application online, save as a document, and submit as an attachment to an email.

A few suggestions for a well-received grant application:

- Make it as detailed as possible: we would rather have too much information than insufficient information. Feel free to attach additional pages.
- The church financial information you submit must have both the budget and actual expenses and income for 2020; and a budget for 2021 reflecting both projected annual expenses and income and year to date actuals through March 31 . **Applications will not be considered unless this financial information is complete.** In order to simplify the application process for both applicants and the

application review team, **a financial information form is included in the application packet; please complete it and submit with your application instead of whatever financial reports your church normally uses.** Also, your budget should in most cases be balanced, with sufficient income to offset expenses. If it cannot be balanced, explain your plans to address any shortfall. Those who will review the grants submitted will want to see evidence of your church's ongoing fiscal responsibility. Do not include the grant funds for which you are applying on the form as income, as you do not know whether they will be granted. If a particular project will only be undertaken if the grant monies are awarded, it should likewise not be included as an expense.

- If you need coaching or clarification of the grant application process, feel free to contact CME moderator Rita Montgomery or CME staff associate Pam Moye with any questions or concerns, PRIOR to submitting your grant application. You may contact Pam at pambmoye@charter.net or 706 405-5551, and Rita at ritaj3@bellsouth.net or 706 587-3989. If you have any question about whether the project or purpose for which you are applying will be eligible and/or likely to meet with CME approval, it would be wise to contact Pam or Rita BEFORE you write the grant.
- If you have been the recipient of recent previous grants, you should report on how the funding was used and how your church and/or community have benefited. This is particularly important if you are applying for a grant to continue a project begun with previous grant funding.
- A grant should provide ample documentation of congregational support for the project and what resources the church will provide; CME grants are meant to augment the efforts of the congregation rather than replace them.
- While grants are awarded based on merit, the review team is particularly interested in assisting those churches which exhibit exceptional involvement in Flint River Presbytery initiatives and programs. Likewise, the review team will look favorably on applications from churches that exhibit ongoing efforts to maximize income from the congregation itself, careful management of available funds, and a deliberate focus on stewardship.
- Six to nine months after a grant is awarded, your church will receive a document requesting information about how the program or project for which funds were received is progressing, and how the funds have been used to date. This form must be completed within 30 days of receipt and returned to the presbytery office. **Churches who have received grants must complete and return this document, whether or not they plan to submit a grant request for the following year.**

Committee on Mission and Evangelism Grant Application

(Please complete this page for all grants and attach the appropriate page(s) for your specific grant applications.)

Name of Church _____

Church address/city _____

Church website, Facebook page, and/or Instagram account:

Number of church members _____ Average Church attendance at worship _____

Grant Type(s) for which you are applying, and the amount(s) requested:

Pastor's salary support \$ _____

Staff Enhancement \$ _____

Board of Pensions Assistance \$ _____

Financial/Bookkeeping Assistance \$ _____

Scholarship Assistance \$ _____

Other \$ _____

Total of all grant applications: \$ _____

Contact Info:

Pastor/CRE _____

Phone # (s) _____ Email _____

Clerk of Session _____

Phone # (s) _____ Email _____

Person who can best answer questions about this grant if other than one of the above:

Phone # (s) _____ Email _____

Did your church receive a CME grant in any previous years? _____

If so, please indicate year(s) _____ and grant amounts \$ _____

What was the purpose of each CME grant, how was it utilized, and how did your church benefit? Be specific:

Mission Enhancement Grant Application

To apply for a Mission Enhancement Grant, please respond to the following questions:

1. Describe the project in detail to which this grant would apply. If you are applying for one of the specific grant types listed on the previous pages, please indicate which one. Please include the time frame for the project.
2. What evidence can you bring to demonstrate that the congregation supports this project?
3. What congregational resources, including but not limited to volunteer and staff personnel, funding, and facilities, will be used to assist this project? Be specific.
4. What is the amount of your request and describe how it will be utilized for purposes of your project? Please provide a detailed financial plan for this specific project, including when the funds requested would be needed.
5. What supervisory structure will oversee this project? While it is assumed that your church's session will have overall oversight, please indicate who will have the most day to day involvement with the project.
6. Will this project continue in the future after the grant has been expended? If so, how do you propose to fund it afterwards?
7. How is your church, both members and pastor or CRE, involved in presbytery or larger church initiatives or programs? Indicate below any involvements over the past three years.

Pastor/CRE involvement (check all that apply)

- Pastor/CRE serves on a FRP committee or commission or in another specific presbytery role.
- Pastor/CRE attended Celebration of Faith 2020

Church-hosted presbytery events (check all that apply):

- Church has hosted a Rise Against Hunger event.
- Church has hosted or co-hosted a presbytery meeting.
- Church has hosted a youth overnight or another presbytery-wide event.
- Church has hosted a FRP continuing education workshop or seminar.

Church financial contributions to presbytery (check all that apply):

- Church has provided a financial contribution for RAH.
- Church pays per capita.
- Church makes a pledge to FRP in keeping with its church size and resources.
- Church contributes to the Ripples in the River FRP stewardship campaign.
- Church provides financial support for one of our campus ministries.
- Church has indicated support for the campus ministry capital campaign.

Individual member participation (**please indicate the number of members involved in each activity or program. An approximate number is fine**):

- Members serve on a FRP committee or commission or in another specific presbytery role.
- Members enrolled in current TRE/CRE training class.
- Members attended Celebration of Faith 2020.
- Members have served as chaperones for presbytery-led youth or children conferences or camps (such as Dogwood Acres, Montreat, Celebration of Faith).
- Members provide meals for one of our campus ministries.
- Members volunteer at the FRP office.
- Members have volunteered at Rise Against Hunger Event.

8. While FRP is pleased to be able to help small churches financially, we believe that each church should make good faith efforts to maximize their income from their own membership. Please describe your church's efforts in this regard:
 - a. Does your church conduct an annual stewardship campaign? If so, describe the campaign and its components—timing, duration, special events, “minutes for mission”, brochures and pledge cards, etc. Also indicate approximately how many years you have been conducting such campaigns, and how your church has benefited from them financially and spiritually.

 - b. If your church does not conduct annual stewardship campaigns, what exactly is preventing such a campaign?

- c. Does your church conduct any annual or periodic fundraising events? If so, please describe the event(s) and how much money has been raised and how the funds are utilized. If you are planning a new such event, what do you expect it to raise?

- d. Does your church have any special funds (endowments, bequests, reserve funds, etc.) that help support the annual operating budget? If so, describe how the fund are used. If you have special funds with restricted uses that cannot be used for operating, please provide that information too.

- e. Are there any other revenue streams that help support the church operating budget, such as property rentals? Please describe.

- f. Has the church enacted any particular cost savings measures that will stretch financial resources a bit further? Please describe.

9. Please complete the attached financial information summary form and provide the account information requested below. A document explaining the summary form is attached. Applications will not be considered unless this form is COMPLETELY FILLED OUT and the information requested below is provided. If you have any question, please contact Rita Montgomery or Pam Moye prior to submitting your application.

List below all bank accounts or other financial holdings (money market accounts, CDs, etc.) and indicate current balances and anticipated balances January 1 2022 and provide a total of all financial holdings. If any of these funds are restricted in use (endowments, building funds, etc.) please explain the restrictions.

- 1. Checking account balance March 31, 2021 \$_____ Anticipated balance January 1 2022 \$_____
- 2. Other *(list all other account balances for the same dates and indicate any restrictions on use)*

Total of all funds as of March 31, 2021 \$_____ Anticipated total of all funds January 1 2022 \$_____

(Add additional pages as needed)