



NEBRASKA UNITED METHODIST FOUNDATION MINISTRY GRANT ANNUAL PROCESS

It is the mission of the Nebraska United Methodist Foundation (“Foundation”) to be a catalyst that strengthens our Nebraska ministries and supports and develops innovative ministries meeting the needs of a diverse and rapidly changing society.

Grant applicants should be aware that priority will be given to the following:

- A ministry that is consistent with the Nebraska United Methodist Foundation’s mission to complement and reinforce the stewardship ministry of the churches, organizations, and programs within the State of Nebraska.
- A ministry deemed to be of an outreach nature to the larger community.
- A ministry that is in collaboration with other United Methodist entities.
- A ministry that has identified other sources of revenue.
- A ministry that is an integral part of a long-range plan for ministry in the community.

Grants will be awarded on an annual basis. Grant applications must be received no later than **SEPTEMBER 30th** to be considered for a grant to be awarded upon commencement of the program during the following calendar year.

Grants approved by the Foundation’s Stewardship Committee are subject to the approval of the Board of Directors of the Foundation. The Foundation reserves the right to reject in whole or in part any grant application that it deems to be incomplete or not in accordance with the mission and policies set forth by the Foundation. The decision of the Board of Directors of the Foundation regarding all awards shall be final.

Grants may be renewable up to three years within five consecutive years contingent upon the availability of funding sources and the quality and scope of the project. It is not guaranteed that grants will be awarded the full amount of the request. Grants will be conditional upon requirements being met and documented to the Foundation’s satisfaction. All grants awarded shall require no less than annual reporting to the Foundation as to the progress of the project, how the funds were used within the progress and the financial activity resulting from the grant in the event that the grant is awarded and will be applied for again the following year. **If a new application with a progress and financial activity report is not received, the ministry will not be considered for future grants.**

For additional information, please contact:

Jackie Urkoski
Director of Operations
Nebraska United Methodist Foundation
100 W Fletcher Ave, Ste. 100
Lincoln, NE 68521
402-323-8841
jurkoski@numf.org

**NEBRASKA UNITED METHODIST FOUNDATION
MINISTRY GRANT PROGRAM
POLICIES**

A. PURPOSE OF THIS POLICY

The Nebraska United Methodist Foundation shall distribute funds to qualified recipients from funds placed with the Foundation or raised by the Foundation for such purposes for ministry grants. The Stewardship Committee of the Foundation shall be governed by these policies designed to provide guidance for the administration and decision-making processes for this ministry.

B. PURPOSE AND MANAGEMENT OF THE MINISTRY

1. The Ministry

The mission of the Nebraska United Methodist Foundation is to support the ministries of the Great Plains Annual Conference for the **State of Nebraska of the United Methodist Church** through the development of gifts and the stewardship of resources entrusted to the Foundation in support of God's work. The Foundation exists to support and fund diverse initiatives by churches and agencies to promote faithful personal and congregational stewardship including mission activities that reduce human suffering and share God's love with all persons.

2. Stewardship Committee

The Stewardship Committee (subcommittee of the Board of Directors of the Nebraska United Methodist Foundation) shall have no less than four members and shall be named to promote, manage, award and evaluate the distribution of financial resources.

Responsibilities of the Committee include the following:

- a. Assure that all grants are consistent with fund agreements and donor intent.
- b. Adhere to the specific guidelines of this policy and procedure.
- c. Review requests for grants received by the Foundation.
- d. Act on each grant request and determine amounts to be distributed within the guidelines of this policy.
- e. Assure that all grant requests are reviewed each year with funds disbursed in a timely manner.
- f. Assure that periodic reports are provided to the Board of Directors as requested.

3. Committee Procedures

A. The Stewardship Committee shall meet on the fourth Tuesday of October of each year prior to the Board of Directors Meeting of the Nebraska United Methodist Foundation. A majority of the members shall constitute a quorum. The Committee may meet by telephone conference call and the Committee may vote on grant requests or other business by telephone or electronic ballot, if necessary.

B. The Committee is subject to the confidentiality and disclosure rules as stated in the Ethics & Standard of Conduct Policy.

C. FUNDS FOR THE MINISTRY

1. Funding Sources

Grant requests are supported by multiple funding sources to ensure future viability. Many of these funds are given by generous donors who share the vision and ministry of the Foundation. Additional funding sources, grant funds or endowment funds may be created as needed.

2. Annual Authorization

The Stewardship Committee, in consultation with Foundation staff, shall identify all resources available for disbursement each year. The Foundation staff will identify the available funds each year, recognizing the need to protect the integrity of all funds and to disburse as much grant funding as possible. The Stewardship Committee is responsible for bringing any requests or recommendations for funds for disbursement to the Board of Directors for consideration and approval.

The Foundation is under no obligation to distribute available funds in any one year and may elect to make no distribution some years.

D. GRANT PROCEDURES

The Stewardship Committee will

- establish all guidelines for application materials
- create and conduct the review process
- manage the awards and evaluation procedures

The Committee may create and modify the review process at any time.

1. Application Process

Ministry Grant Funds are distributed through an annual application process and are directly submitted to the Foundation for consideration.

2. Award Procedures

Awards are recommended by the Stewardship Committee and are then moved to the Board of Directors for approval.

3. Application Materials

Applications shall include the following information:

- a. Applicant's relationship to a Nebraska United Methodist Church in the Great Plains United Methodist Conference.
- b. Provide adequate description of need, including budgets and financial data supporting the description of needs.
- c. Provide a detailed description of income sources.
- d. Provide a detailed description of the organization's purpose and scope of endeavor.

All applications shall be submitted to the Nebraska United Methodist Foundation according to the instructions in the application materials. When information is incomplete, the Foundation staff shall make the effort to receive such information prior to the Stewardship Committee's review, recommendation and/or decision.

E. APPLICATION EVALUATION

The following CHARACTERISTICS are used to evaluate the grant applications that are submitted for consideration:

- Alignment: The ability of a proposed grant to align with the Foundation's goal of promoting faithful, personal & congregational development and stewardship.
- Systemic Impact/Need: The ability of a proposed grant to meet the needs of those they are serving or wanting to serve.
- Systemic Impact/Change: Enables something new to be realized, accomplished, initiated or completed.
- Catalyst/Leverage: Funding is designed to serve as a catalyst for growth and change that builds capacity and increases resources for mission & ministry. Projects that demonstrate creative thinking and growing outreach ministries to enhance and expand holistic personal and congregational stewardship are desired.
- Multiple Strategies: Funds may be requested using a variety of granting methodologies, e.g. matching funds, challenge grants, scholarships, direct grants.
- Sustainability: Funding is based on whether or not the project will be able to sustain itself without grant money or Conference support in the future. Sustainability covers the following information: Background, financial health, debt, risk tolerance, mission shares paid, pastoral leadership.
- Creativity: Funding will be based on the use of creativity and the vision of the proposal.
- Other: Other characteristics (adjustment option for recognizing other variables)