



1 **Send only completed applications to:**

**Ethnic Local Church Grants  
General Board of Church and Society  
The United Methodist Church  
100 Maryland Avenue, N.E., Washington, DC  
20002  
Fax: 202-488-5639**

**Questions please contact:**  
[grants@umcjustice.org](mailto:grants@umcjustice.org)

## **ETHNIC LOCAL CHURCH GRANTS PROGRAM**

### **APPLICATION FORM AND GUIDELINES 2017--2021**

#### **BACKGROUND**

The 2016 Book of Discipline of The United Methodist Church states that the purpose of the General Board of Church and Society shall be to:

**...relate the gospel of Jesus Christ to the members of the Church and to the persons and structures of the communities and world in which they live. It shall seek to bring the whole of human life, activities, possessions, use of resources, and community and world relationships into conformity with the will of God. It shall show the members of the Church and Society that the reconciliation that God effected through Christ involves personal, social and civic righteousness. (¶ 1002)**

#### **Required Steps**

- Plan** ahead to meet the posted deadline.
- Review** eligibility requirements and objectives.
- Request** Bishop's or Bishop's designee letter in time to be included with application. No application will be considered without this letter of support or signature.
- Prepare** project description and budget and include a copy of your organization's budget.
- Complete** the entire application form accurately.

**ONLY COMPLETED APPLICATIONS WILL BE REVIEWED**  
*(Please read instructions carefully)*

❖ **September 4<sup>th</sup>** for the October funding cycle

## **WHAT IS THE ETHNIC LOCAL CHURCH GRANTS PROGRAM?**

The purpose of the General Board of Church and Society Ethnic Local Church Grants (ELCG) Program is to provide grants to strengthen the ethnic local church through education, public policy, advocacy, or leadership training and development as they engage in social justice ministries. Priority is given to new and emerging program ministries that directly impact racial/ethnic communities in church and society.

## **WHO AWARDS THE ETHNIC LOCAL CHURCH GRANT?**

As one of the four program agencies of The United Methodist Church, the General Board of Church and Society:

- Seeks to implement *The United Methodist Social Principles* and other General Conference policy statements related to social concerns (i.e., *The UM Book of Resolutions*).
- Enables church members to identify and respond to critical social justice issues through ministries of educating, advocating, and connecting at the local, regional, national and international levels.
- Expresses to the church and to the world its convictions, interpretations and concerns through its offices at The United Methodist Building, Washington, DC and the Church Center for the United Nations in New York City, NY and through its partnerships in The United Methodist Church and in society.

## **WHO IS ELIGIBLE TO SUBMIT AN ETHNIC LOCAL CHURCH GRANT APPLICATION?**

1. To apply for an Ethnic Local Church Grant (ELCG) the applicant must be a:
  - United Methodist local church, District, Conference, Racial/Ethnic Caucus in The United Methodist Church, or other affiliated ethnic groups/organizations
  - Ecumenical group/organization working with and through at least one United Methodist agency or organization, whose program impacts at least one United Methodist racial/ethnic local church.
2. Plan ahead to secure all of the necessary signatures on the endorsement page. Applicants may seek the assistance of Church and Society staff in order to complete the application.
3. Submit the completed application postmarked by one of the following **deadlines**:

**September 4<sup>th</sup> for the October funding cycle**

3. Send only a completed application to:

BY EMAIL:  
[grants@umcjustice.org](mailto:grants@umcjustice.org)

OR BY POST:  
 Marvlyn Scott  
 General Board of Church and Society  
 100 Maryland Avenue, N.E.

Washington, D.C. 20002

Fax: (202) 488-5619 (Send an original by mail, if you fax the application)

### **WHAT HAPPENS ONCE AN ELCG APPLICATION IS SUBMITTED?**

1. Once a completed application is submitted and received an applicant will receive a letter of acknowledgment with a “cc:” to those persons indicated on page 7 of the application.
2. Church and society staff will do an initial review of the application to confirm that it meets the program’s stated guidelines. If additional information or clarification is needed, the Assistant General Secretary for Education and Leadership Formation area will contact the applicant directly.
3. Final review and action on requests for funding are taken at the Spring and Fall meetings of the General Board of Church and Society. Grant decisions are communicated in writing to the applicant following each board meeting.

### **WHO MAY I CONTACT FOR MORE INFORMATION?**

Please contact us at above address, call (202) 488-5643 or email [grants@umcjustice.org](mailto:grants@umcjustice.org).

### **WHAT ARE THE GUIDELINES FOR SUBMITTING AN APPLICATION?**

1. Applicants must meet eligibility requirements and submit a complete application by the stated deadline.
2. The program/project must directly impact one or more specific United Methodist racial/ethnic local church(es) or communities.
3. Racial/ethnic persons shall comprise the majority of those impacted by this program/project.
4. The program/project must focus on the self-identified needs of ethnic local church(es) and persons as they address one or more chronic social issues or concerns (cf: *Social Principles of The United Methodist Church*).
5. All policy and program decisions related to the program/project will be made by a Supervising Board, which shall be composed of a majority of racial/ethnic persons.
6. The program/project shall engage in one or more of the following activities and must be focused on moving a congregation, community, network or ministry toward justice, advocacy or organizing focused on sustainable, systemic social change:
  - **Transformative Education** relating to social, economic, public policy justice issues. Education through participatory seminars, workshops, consultations, and/or resource materials that engage communities to move from acts of mercy (direct service) to acts of justice (advocacy), advocacy or congregational based organizing.
    - ❖ Example: A seminar on national and international affairs; a jurisdictional consultation on immigration issues.

- **Leadership training and formation** that witness to social, economic and public policy issues within church and society.
  - ❖ Example: A local substance abuse training and action program, which includes alcohol and drug abuse prevention techniques; an ecumenical training workshop on the causes and effects of gun violence.
- **Public Policy Advocacy** and actions that have a direct impact on the lives of racial ethnic persons in the church and society.
  - ❖ Example: A project focusing on advocating for racial/ethnic justice in communities.

Consider these definitions as you submit your proposal:

**A. Justice** has to do with fairness, with what people deserve. It results from **social structures** that guarantee moral rights. **Charity** has to do with benevolence or generosity. It results from people's good will and can be withdrawn whenever they choose.

**B. Advocacy** is acting, speaking or writing in support of a person or an issue. An **Advocate** is one who works for social change through addressing policy or programs on behalf of a group of people.

7. All funding received from the ELCG program must be used for actual programmatic components and **not** for salaries, purchase of office equipment, administrative costs, or direct delivery of services. The ELCG program will not fund a publication or video unless it is in the context of a larger program/project.
8. The intent of the ELCG Program is to provide initial seed money for programs/projects. Therefore, the ELCG Program gives priority to first-time applicants. After receiving a grant from GBCS, applicants may submit additional applications for subsequent funding cycles only if the program/project demonstrates that it has a new focus and monies awarded from the first grant have been expended.
9. Where applicable, the program/project leadership must with due diligence consult with the appropriate appointed Pastor of a local church, District Superintendent, Resident Bishop or their designee, the Conference Director of Connectional Ministries, the Conference Board of Church and Society Chairperson, the Conference Ethnic Local Church Concerns Committee Chairpersons or their designee, regarding their request for funding.
10. For 2017-2021 requests for funding through the ELCG Program may not exceed \$10,000 per application.

**ETHNIC LOCAL CHURCH GRANTS PROGRAM**  
**APPLICATION**  
 2016-2021

**Received:**  
*(Date Stamp Here)*

**Log Number:**

**I. IDENTIFICATION FACTS**

- A. Title of program/project: \_\_\_\_\_
- B. Requested amount: \_\_\_\_\_  
*(For 2017-2021 the requested total amount may not exceed \$10,000 per application)*
- C. Name of group(s) applying: \_\_\_\_\_
- D. What type of group(s) do you represent? (Check one or more if multiple groups applying.)

<input type="checkbox"/> Local Church	<input type="checkbox"/> Conference	<input type="checkbox"/> Other affiliated racial/ethnic group or organization
<input type="checkbox"/> District	<input type="checkbox"/> Racial/Ethnic Caucus	<input type="checkbox"/> Ecumenical group/organization working with and through a United Methodist agency (agencies) or organization

- E. What is your Conference?  
 (For Local Church and District only.) \_\_\_\_\_
- F. Mailing address:  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_
- Tel: \_\_\_\_\_ Email: \_\_\_\_\_
- Mobile: \_\_\_\_\_ Fax: \_\_\_\_\_
- G. Other contact information: \_\_\_\_\_
- H. Ethnic group(s) served: \_\_\_\_\_

- I. Program/Project Director(s): \_\_\_\_\_
- J. Contact Person (If different than I): \_\_\_\_\_

## **II. PROGRAM/PROJECT DESCRIPTION**

1. What actions will your program/project engage in? *You may check more than one box.*
- Transformative Social Justice Education       Leadership Training & Formation
- Public Policy Advocacy       Congregational Organizing & Connecting
2. If your program/project a new initiative? \_\_\_\_\_
3. Will funding be applied to an ongoing program/project? *Priority for ELCG funding is given to new and emerging initiatives.* \_\_\_\_\_
4. If this is an ongoing program/project please provide supporting evidence detailing its effectiveness. This may include articles published in the press, newsletters, actions taken. *Please limit your response to no more than 2,000 words.*

## **III. NARRATIVE DESCRIPTION**

What are the needs that your program/project addresses?

1. How does your program/project relate to the *Social Principles* of The United Methodist Church? *Please limit your response to no more than 1,000 words.*
2. Describe why this proposal responds to an urgent need at this time. *Please limit your response to no more than 2,000 words.*
4. What are the specific goals that you expect to reach when the program/project is completed? Be specific. *Please limit your response to no more than 2,000 words.*
5. What are the specific components of your program/project and how do they address a need in your community? *Please limit your response to no more than 2,000 words.*
6. How does this program/project strengthen one or more United Methodist racial/ethnic local churches? *Please limit your response to no more than 2,000 words.*
7. Describe the ethnic background of those that will work in the program/project? Give percentages if possible. *Please limit your response to no more than 1,000 words.*

8. Name those community partners who have committed to working with on this program/project. *These may include other faith communities, schools, businesses, elected officials, civic groups, and advocacy groups. Please limit your response to no more than 2,000 words.*
9. What is your schedule/time-table to begin, implement, complete, and evaluate your program/project? Be specific. *Please limit your response to no more than 2,000 words.*
10. How will you measure and evaluate the project/program's effectiveness relative to your stated goals? *Please limit your response to no more than 1,000 words.*

#### **IV. FUNDING REQUEST**

1. Requested amount from GBCS: \_\_\_\_\_  
***For 2017-2021 requests for funding through the ELCG Program may not exceed \$10,000 per application***
2. Has your group received previous funding from the ELCG Program?  
  
 No                                       Yes. If so, how much have you received and when?  
  
 Title of the previous program/project: \_\_\_\_\_
3. Describe in detail your plans for funding this project beyond the current grant and the sources of that funding. *Please limit your response to no more than 1,000 words.*

**V. FINANCIAL INFORMATION****ANTICIPATED ELC PROJECT/PROGRAM INCOME**

<b>Line#</b>	<b>Description of Income</b>	<b>Amount(S)</b>
	United Methodist	
1	General Board of Church and Society	
2	Other General Agencies (specify)	
3	Conference	
4	District	
5	Local Church(es)	
6	Other organizations (specify)	
7	Individual Donations	
8	Registration fees	
9	Foundations (specify)	
10	Government agencies	
11	Other (specify)	
	<b>Total Anticipated Income</b>	
12	In Kind (specify)	
13		
	<b>Total In-Kind Income:</b>	
	<b>TOTALS</b>	



**PROPOSED ELC PROGRAM/PROJECT BUDGET**

<b>Line #</b>	<b>Description of Anticipated Expenses*</b> <b>Include the period of time you anticipate incurring these expenses? (Please give specific calendar dates).</b>	<b>Amount to be Funded by the ELC Grant (\$)</b>	<b>Amount to be Funded by Other Sources (\$)</b>	<b>Subtotal(S)</b>
	<b>TOTAL(S)</b>			

**V. ORGANIZATION AND POLICY-MAKING**

Please identify the leadership of your program/project's supervising board.

<b><u>Name</u></b>	<b><u>Address</u></b>	<b><u>Title or Position</u></b>	<b><u>Racial Ethnic Group</u></b>	<b><u>Phone Number</u></b>	<b><u>Email</u></b>
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## **ENDORSEMENTS**

The Ethnic Local Church Grant (ELCG) application **must** include endorsements received from persons designated below. These persons will be notified of receipt of the program/project application and the action taken on it by the General Board of Church and Society.

*I have read and reviewed the project/proposal for funding which will be submitted to the General Board of Church and Society and believe it addresses the stated social justice needs and goals of United Methodist racial/ethnic local church(es).*

\* or appropriate responsible constituent body or appropriate person.

<b>Title</b>	<b>Name and Address and Email</b>	<b>Phone</b>	<b>Signatures</b>	<b>Date</b>
Local Church Authorization (if applicable)				
District Superintendent				
Conference Director of Connectional Ministries*				
Conference Ethnic Local Church Committee Chair (if applicable) *				
Conference Board of Church and Society Chairperson				
Resident Conference Bishop (or designee)*				

\*or appropriate responsible constituent body or person