

**WINNEBAGO PRESBYTERY
LOCAL MISSION GRANTS FUNDING CYCLE**

CALENDAR FOR SESSION USE

ALLOCATION YEAR 2018 APPLICATION DEADLINE JUNE 30, 2017

Please duplicate and distribute to mission projects your session would like to endorse for possible mission funding through Winnebago Presbytery. Forms also available on the website: www.winnebagopresbytery.org

March

Local Mission packet sent to Session. The packet includes: Funding Cycle Session Calendar, Session Endorsement Form and Application Form.

SESSION establishes contact with the project/agency and provides application forms to the project/agency for them to fill out.

April-June

SESSION, working with the project/agency, completes the application process.

APPLICATION DEADLINE IS: June 30 (Faxed and emailed applications will be accepted until June 30)

July-August

The Local Mission Task Group reviews and validates the applications. Session may be asked to provide further information to the committee.

A representative of the Local Mission Task Group may schedule a site visit.

September

The Local Mission Task Group makes its funding recommendations to Presbytery in conjunction with the following year's budget recommendations to be voted upon at the November Presbytery meeting.

November-December

Presbytery sends letters to Sessions re:allocations or denial of applications for current funding cycle (next budget year) with a copy to the project.

Payments to projects will be made quarterly beginning in March 2018.

LOCAL MISSION GRANT APPLICATION
Winnebago Presbytery

Request for next year, 2018, Local Mission

Have you included? ___ The Application Form ___ The Project/Program Budget ___ The Signed Session Endorsement Form

Name of program or project: _____

Address: _____

Telephone: _____

Contact person: _____

Email: _____

Address and phone of contact person (if different from above): _____

Amount of money requested from Winnebago Presbytery: _____

Type of request (check only one):

Winnebago Presbytery has adopted a Child Protection Policy. All projects working directly with children or youth seeking special ministry funds are required to submit a copy of their child protection policy ensuring that background checks are conducted.
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_____ **Start up**

_____ **One time request**

PLEASE ANSWER THE FOLLOWING QUESTIONS

Please limit your narrative responses to a total of three pages. Some of these questions may not apply to your project; please answer to the best of your ability.

1. State the purpose of your project and list its goals.
2. Give a brief history of the project.
3. How many staff members are involved in the project (both paid and volunteer)?
4. Are there any projects similar to this one in your community/area? If so, what are you doing to avoid duplication?
5. If this is an ongoing project, what goals have you set for the last two years, and which have you achieved?
6. What will the grant funds be used for?
7. Are you willing to be available to talk about your project?
8. Does the governing board have a policy which states that the organization does not discriminate due to age, race, religion, sex, gender orientation, or national origin? If so, please include the full statement.
9. Attach a copy of the program's budget.

Revised March 2017

SESSION ENDORSEMENT
Local Mission Task Group – Winnebago Presbytery

Project: _____

Address: _____

Contact person: _____

Nature of project (summary paragraph):

Amount requested from Winnebago Presbytery _____

Amount provided by local congregation _____

Number of volunteers from local congregation _____

What role do these volunteers have in the work of the project?

Give a brief description of your congregation's involvement with this project (donated space, grants, subsidies, donations, etc.). *Use additional paper as necessary.*

We, the Session of _____ Presbyterian Church, endorse the request of _____ for funding from Winnebago Presbytery through the Local Grants Program in 20____ (year).

Moderator

Clerk of Session

Date

Date

Revised March 2017