

Columbia District Committee for Congregational Development Application for Twenty Percent Funds

The purpose of the Columbia District Committee for Congregational Development is to assist local churches in fulfilling their mission to make disciples of Jesus Christ for the transformation of the world.

We offer assistance through review and consultation of projects and growth strategies. In addition, we seek to offer funding assistance to those congregations that offer visionary, concrete and measurable plans for growth in Christ in their churches and communities. As a partner with the Conference Committee on Congregational Development, we encourage congregations to be innovative in their staffing, building usage and plans for ministry. Typically, we seek to allocate our funds in the areas of new ministries, leadership development and capital improvements.

While we will consider grant requests that are targeted for repair and maintenance activities, primary consideration will be given to churches where:

- Funds are being sought for ministry initiatives addressing new and innovative efforts.
- A defined mission and strategy is in place to reach new people and intentionally make disciples. Please include a copy of your Strategic Ministry Plan.
- The application articulates how the money requested fits within the church's mission and strategy.
- Factors are in place that support continued growth and/or growth potential, including geographic location, surrounding population trends, and church resources and culture.

We ask that churches submitting applications:

- Notify the Columbia District Office of the intent to submit an application. Please inform the District Office no later than 30 days ahead of deadline for submittal. (May 1 and November 1)
- Consult with the Chair of the Committee prior to completion of the application to ensure complete understanding of the application process.
- Complete all sections of the application and include any relevant supporting information and submit the completed application to Veronica Williams in the office of the District Superintendent.
- Have several representatives meet in person with the Committee to discuss the application.

If the request is approved and the church receives grant money:

- Please notify Veronica Williams when grant money has been applied to the project.
- In the case of delays in project implementation past 12 months or abandonment of the project, grant money should be returned to the Committee.
- Funds granted for hiring staff positions will be forwarded to the church when the position is filled.

Please fill in all blanks on this application, including all required signatures. Use whatever media you need to communicate your plan or other needed information. Be sure to include your MissionInsite report, which is available free online. Any lay or clergy may access this report. For assistance, contact Laura Hill in the Conference Office of Congregational Development.

Name of church: _____

Pastor: _____

Church mailing address: _____

Pastor's telephones: Office: _____ Cell: _____

Pastor's email: _____

I. CONGREGATIONAL OVERVIEW

1. Financial overview:

Year	Budget	Total income for the year	Total expenditures for the year	Cash on hand	Amount in trusts & designated funds
2016					
2015					
2014					
2013					
2012					

2. Apportionments

- What percentage of apportionments were paid in 2016? _____ percent
- What percentage do you expect to pay in 2017? _____ percent
- If you are not paying 100 percent of your apportionments, please explain why and indicate what your plans are to move toward 100 percent payment:
(Attach separate pdf, if necessary)

- Amount paid for apportionments this year through current date: \$ _____

3. What percentage of current budget is allocated for:

- a. Staff compensation _____ percent
- b. Program/mission implementation _____ percent
- c. Facility management/improvement _____ percent

4. Church Vitality: Please enter YEAR-END figures using your church's Statistical Table 1, found in the Journal online at umcsc.org, or the Journal book.

Year	Total members (Table 1, Q9)	Average attendance (Table 1, Q10)	Formation groups attendance (Table 1, Q20)	Apportionment percentage paid	Number joined on profession of faith (Table 1, Q2a)
2016					
2015					
2014					
2013					
2012					

5. Does this church have a mission statement? If so, what is it?
(Attach separate pdf, if necessary)

6. How are your facilities used to carry out your mission and/or Matthew 28:16-20?
(Attach separate pdf, if necessary)

7. Has the church received grants or funding from the annual conference or the district in the past five years for congregational development or redevelopment? Yes ___ No ___

If yes, please list:

Date: _____ Amount: \$ _____

Source: _____

Purpose of funding received:

(Attach separate pdf, if necessary)

II. PROJECT DESCRIPTION

1. Describe the project fully. Provide adequate information to support the proposed project. If attachments are included, give the essential details here. (Attach supporting documents such as Strategic Plans, Job Descriptions, or Blueprints.)
(Attach separate pdf, if necessary)

2. If this funding request is approved, how will the project be evaluated during implementation?
(Attach separate pdf, if necessary)

3. Tell us specifically how your plan will equip your congregation to reach the community and impact the ministry of your church in effective ways.
(Attach separate pdf, if necessary)

4. What overall resources, other than financial, are available to support implementation of the project?
(Attach separate pdf, if necessary)

5. If this grant request is approved, when and how will the allocated funds be applied to the project?
(Attach separate pdf, if necessary)

6. For staff and new ministry projects, describe how the project will be sustained once it is implemented?
(Attach separate pdf, if necessary)

III. COMMUNITY DEMOGRAPHICS

1. Please attach the summary of the congregation's MissionInsite report. (If you need assistance with MissionInsite, contact Laura Hill in the Office of Congregational Development.)
2. In what ways does your MissionInsite demographic data support initiation of this project?
(Attach separate pdf, if necessary)

IV. CONGREGATIONAL COMMITMENT

- 1. Total projected cost of project: \$ _____
- 2. Cash on hand for project: \$ _____
- 3. Fundraising for this project:
 - a. Amount that will be raised from the church membership: \$ _____
 - b. Amount church will raise in the next 12 months: \$ _____

4. If this is a capital improvement project, does the project require a conventional loan or mortgage to complete the project? Yes ___ No ___

If so, is there a one- to six-year plan to reduce or retire this debt? Yes ___ No ___

Note: If this is a building project that costs more than 25 percent of the value of the existing church property, then you are required to follow the Book of Discipline and present your project to the District Board of Church Building and Location. Please contact the District Superintendent with questions.

5. If this is a building project, is the congregation prepared for an increased budget for building support, maintenance, and staffing beyond the funds allocated for building completion? Yes ___ No ___

6. Other requests for funding, including sources and amounts:
(Attach separate pdf, if necessary)

V. CERTIFICATION OF APPROVAL

CHURCH COUNCIL APPROVAL

The Administrative Council of _____ United Methodist Church requests a grant of \$ _____ for the above project.

Name of Pastor: _____

Name of Administrative Council Chairperson: _____

Date: _____

DISTRICT SUPERINTENDENT'S APPROVAL

District Superintendent: _____

Date: _____

DISTRICT BOARD OF CONGREGATIONAL DEVELOPMENT APPROVAL

This is an approved project of the Columbia District.

Columbia District Committee
of Congregational Development Chairperson: _____