



## MISSION GRANT GUIDELINES

Luke 21:1-4 (ESV)

### The Widow's Offering

**21** Jesus<sup>[a]</sup> looked up and saw the rich putting their gifts into the offering box, <sup>2</sup> and he saw a poor widow put in two small copper coins.<sup>[b]</sup> <sup>3</sup> And he said, “Truly, I tell you, this poor widow has put in more than all of them. <sup>4</sup> For they all contributed out of their abundance, but she out of her poverty put in all she had to live on.”

## GUIDELINES

### SUBMITTING A MISSION GRANT PROPOSAL TO THE LWML EASTERN DISTRICT 2020 CONVENTION

Revised 1/22/2019

PROPOSALS FOR THE 2020 LWML EASTERN DISTRICT CONVENTION IN SYRACUSE NY NEED TO BE SUBMITTED BY  
**OCTOBER 15, 2019**

#### STEP 1. RESOURCES FOR PROCEDURES AND SUPPORTIVE MATERIALS

##### A. LWML EASTERN DISTRICT BYLAWS (adopted 6/2018) ARTICLE XIV- MISSION GRANTS

###### Section 1

The District LWML shall select mission grants in each biennium to be funded through Mite Box contributions. The grants shall be primarily within the geographical area of the Eastern District and shall be chosen from a list of mission grant proposals approved by the Board of Directors.

###### Section 2

A. Mission grant proposals may be submitted to the District LWML by societies, zones, or individual LWML members. Such proposals shall be submitted to the Mission Grants Chairman who shall send one (1) copy to the President of the Eastern District LCMS or his designee, one (1) copy to the Vice President of Gospel Outreach/Organizational Resources, and one (1) copy to the President for their advice and comments, and to others designated by the Executive Committee.

B. All mission grant proposals must be received by the Mission Grants Chairman, postmarked no later than October 15 of the year preceding the District LWML Convention.

###### Section 3

A. Grants shall be considered for proposals that: 1. truly exhibit a direct mission emphasis, extending the ministry of the Word; 2. are approved by the Mission Board of the Eastern District LCMS; 3. are current and ready for implementation;

B. Recipient organizations may not propose a grant if they have been funded in the two (2) previous bienniums (4 years).

C. No grants shall be made for any proposal that necessitates a permanent subsidy from the funds.

D. No grants shall be made to cover deficits or budget shortages of an individual, a congregation, a district, or the LCMS.

E. Disbursement of grants shall be consistent with the adopted grant goal.

F. Grants shall be prioritized for funding and moneys disbursed according to the number of votes received.

G. After a grant has been fully funded, the financial responsibility of the District LWML ceases.

H. Status reports on grants shall be published in the District LWML official publication.

I. Funds for a grant must be disbursed or put into use within the biennium in which it was voted or be returned to the District LWML treasury, for reallocation. The convention may extend the time for one (1) biennium in case of extenuating circumstances.

**B. CONSULTANT HELP:** LWML Eastern District Vice President of Gospel Outreach, LWML Eastern District President, President of the Eastern District LCMS or his designee.

**STEP II. WRITING THE PROPOSAL**

**A. PERSONNEL YOU MUST INCLUDE:**

- Organization or person responsible for implementing the project, administering funds.
- Organization or person responsible for continued maintenance and support.
- The LWML representative or LCMS Organization responsible for the mission grant proposal and who has special knowledge about the project.

**B. DESCRIPTION OF PURPOSE FOR GRANT REQUEST:**

- Make the description concise and specific.
- Name of organization receiving grant
- Ministry needs - descriptive information about the organization and the use of grant funds
- Amount of grant funds requested (not to exceed \$5,000) and a detailed budget for which the money will be used

**STEP III. REQUIRED SIGNATURES**

**A. SIGNATURES REQUIRED ON GRANT PROPOSAL APPLICATION**

1. LWML member (ONLY required if proposal is submitted by LWML member)
2. LWML Society President (ONLY required if proposal is submitted by LWML Society)
3. LWML Society's Pastor or LWML Zone Counselor (Zone Counselor when submitted by Zone)
4. LWML Zone President (of zone where the grant proposal is initiated)

If grant proposal is submitted by an individual LWML member - obtain all 4 signatures as indicated above

If submitted by a Society - obtain signatures 2, 3, & 4

If submitted by a Zone - obtain signatures 3 (Zone Counselor) & 4

**STEP IV. SUBMISSION**

**A. GRANT PROPOSAL SUBMISSION MUST INCLUDE:**

- Completed proposal application with all required signatures
- Attached description of purpose for grant request

**B. SUBMIT ELECTRONICALLY IN PDF FORMAT**

To: Mission Grants Chairman Cheri Briggs - cbriggs109@yahoo.com

Mission Grants Co-Chairman Julie Tapp - Tapp7309@yahoo.com

Or mail to Cheri Briggs, PO Box 87, Lockport, NY 14095

**C. MUST BE RECEIVED BY OCTOBER 15, 2019 FOR THE 2020 LWML EASTERN DISTRICT CONVENTION**