



# Office of Congregational Development

New England Conference of the United Methodist Church  
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## REQUEST FOR PROPOSALS

### Congregational Development Urban Ministry Grants June 2009

#### Introduction:

In 2007 the Urban Ministry Sub-Committee of the New England Conference Congregational Development Committee re-purposed an endowment of existing non-mission share urban ministry funds (Conference Trustee held funds) for the purpose of initiating a direct ministry grant program. The additional urban ministry funds have typically represented an annual appropriation of approximately \$67,000, with approximately \$150,000 distributed in 2007 and \$70,000 in 2008. The committee estimates approximately \$25,000 will be available for the 2009 grant cycle.

#### Purpose:

The purpose of the Urban Ministry Grant program is threefold:

1. Access information on current urban ministry needs through the collection of grant proposals,
2. Provide funding to local congregations, organizations and agencies ministering in the urban/inner-city context of the New England Annual Conference (NEAC.)
3. Evaluate funding proposals and grant recipient ministries for the purpose of continued development of this annual grant making protocol and process that encourages new initiatives, supports current urban/inner-city ministry in the NEAC and complements other congregational development funding options.

#### Scope:

Grant proposals will be accepted from all urban/inner-city areas of the NEAC. Requests funded from the 2009 grant program will be one time grants ranging from \$3,000-\$10,000.

#### Areas of Interest:

- General Operation Support (staff salaries, current program funding, equipment essential to program and ministry)
- Staff/Volunteer development (training opportunities, strategic and program consultation services.)
- Seed funding for new urban/inner-city ministry initiatives.
- Initiatives that strengthen the development of urban/inner-city ethnic congregation and leaders.
- **Funding will not be granted for deferred maintenance needs or new capital improvements.**
- **Priority will be given to grant requests that include matching fund commitments and multiple congregations or organizations already committed as partners.**

## **Application Process:**

**Application Deadline: September 1, 2009**

**Grant requests eligible for funding consideration are required to have the following information:**

- **Contact information:** (Congregation/agency/organization, staff/volunteer name, mailing address, phone, and email)
- **Program/Ministry description:** (one page single space limit) How will grant funds enhance the overall plan of the congregation's development strategy?
- **Program/Ministry budget and narrative:** How will grant funds will be utilized, matched and/or supplemented by conference, district, congregational, or partner resources? Grant requests need to demonstrate a strong ability to leverage new resources including but not limited to in-kind income, services and facilities.
- **Congregational/Agency/Organizational Support:** Required: Local Church Council letter of support, District Superintendent letter of support. In the case of an UMC related agency or organization- a letter of support from the current board of directors and District Superintendent. Additional letters of support from partnering organizations, agencies and congregations are encouraged.
- **Plan for program/ministry evaluation and fiscal accountability**

**Electronic application submissions are preferred. Please forward electronic applications to [curtis@neumc.org](mailto:curtis@neumc.org) or paper applications to:**

Curtis Brown  
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## **Grant Application Review Process:**

Eligible grant applications will be reviewed by members of the Congregational Development Committee, Urban Ministry Committee, and appropriate Conference staff. Necessary conflict of interest protections will be applied to maintain a fair and equitable grant making process. Approved grants will be announced on or about September 30, 2009.

## **Evaluation:**

All grant recipients will be required to participate in an evaluation process that will include but not be limited to a written final report detailing ministry outcomes, use of grant funding and an onsite visit. Evaluation teams will consist of members of the Congregational Development Committee, Urban Ministry Committee and appropriate Conference staff.

**Questions: Contact Curtis Brown at above listed address.**