

Rocky Mountain Mission Center
GUIDELINES
For
Congregational Grants
2012

PURPOSE: The purpose of Congregational Grants in the Rocky Mountain Mission Center is to provide supplemental funding to congregations to achieve congregational mission goals of the **Community of Christ**. (The policies and philosophies of this program are ongoing works in progress and the Mission Center Council invites suggestions and ideas.)

1. Funding

- a. Grants will be made from funds available through the annual Mission Center budget. The annual budget is drafted by the Mission Center President and Financial Officer, reviewed by the Mission Center Council and receives final approval at the annual fall Mission Center Conference.
- b. Grants may also come from the balance of the Congregational Grant Reserve Fund.
- c. Any grant funds not expended from the current year budget will be rolled forward to the Mission Center's Congregational Grant Reserve Fund at the end of each year.
- d. Additional funds may be added to the Congregational Grant Reserve Fund either through an administrative transfer by the Mission Center Financial Officer or by Mission Center conference action.

2. Grant Application

- a. The Mission Center President will receive grant applications from congregations. Applications will be signed by the Pastor and Financial Officer.
- b. Except for unusual circumstances, approved applications are funded by the Mission Center in the current year of application and expended within 12 months of being funded. Unexpended funds from approved grants will be returned to the Mission Center's Grant Reserve Fund.
- c. The application will include a congregational budget and minutes of a properly called business meeting showing the congregation approved the project and approved the request.
- d. Applications must be received by the Mission Center President by the last day of March for spring grants and the last day of August for fall grants.

3. Process of Grant Approval

- a. The Mission Center Council is the body responsible for approving grants. The Mission Center Council will review grant applications bi-annually in the spring and in the fall.
- b. The primary criterion for approving grant requests is the proposed ministry impact in the congregation's community.
- c. Priority may be given to projects with congregational dollar for dollar matching funds. Other ratios of matching grants also may be given consideration.
- d. Grant requests from congregations previously receiving Mission Center grants may be given lower priority than first time grant requests.
- e. No grants will be for capital improvement projects or facilities.
- f. At least 2/3rds of the Mission Center Council involved in the approval review and discussion must be in favor of the grant for approval.
- g. The Mission Center President is responsible for notifying congregations on the status of their grant proposals. Funds will only be made available as the project/program begins to move forward into reality.

4. Follow-up on Grant Approval

- a. The grant is a gift with no repayment required.
- b. Grant funds are to be used for the stated request.
- c. If the approved project/program changes as it matures for implementation, the Mission Center President has the authority to proceed with funding the grant if it remains in principle to the original request.
- d. Each congregation with an approved grant will provide a written progress report on their project to be reported at the next Mission Center conference.

Community of Christ

ROCKY MOUNTAIN MISSION CENTER 2012 CONGREGATIONAL GRANT APPLICATION

Congregation: _____ Date: _____

Amount requested: \$ _____ (Total project cost: \$ _____)

Describe your project and identify how it addresses your mission goals, proclaims Jesus Christ and promotes communities of joy, hope, love and peace:

How will you evaluate the project's success, and what will you be able to report to the next mission center conference?

Application Signatures:

Pastor : _____ CFO: _____

Please attach: • Minutes of Congregational Business Meeting approving grant application
• Copy of Congregational Budget that includes proposed project expenses

Deadlines: March 31st for consideration in the Spring; August 31st for consideration in the Fall.