

District Committee for Congregational Development Application for Twenty Percent Funds

The purpose of the 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 vision strategies for church growth in its particular context.
- 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 District Office of the intent to submit an application. Please inform the District Office no later than 30 days ahead of the deadline for submission. Contact your District Office for deadline.
- Consult with the Chair of the District 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 the District Office.
- Have several representatives available to meet with the District Committee to discuss the application, if requested.

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

- Please notify the District Office when grant money is ready to be used.
- In the case of delays in project implementation past 12 months, or abandonment of the project, grant money will be returned to the District Fund.
- Funds granted for hiring staff positions will be forwarded to the church when the position is filled.

No hand-written forms will be accepted.

You may print a blank form for the purpose of taking notes, but the application you mail to the District Office must be completed electronically and printed.

Remember to download a blank version of the fillable pdf to your device **before** you fill it out electronically.

Attach additional documents, if needed, for any responses.

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 clergy or layperson may access this report. For assistance, contact Laura Hill in the Office of Congregational Development at lhill@umcsc.org or 803-786-9486, Ext. 305.

Name of church: _____ UMC District: _____

Pastor: _____

Church mailing address: _____

Pastor's telephone: Office: _____ Cell: _____

Pastor's email: _____

I. CONGREGATIONAL OVERVIEW

1. Five-year financial overview, beginning with the last completed calendar year:

Year	Budget	Total income for the year	Total expenditures for the year	Cash on hand	Amt. in trusts and designated funds

2. Apportionments

- What percentage of apportionments were paid in the last calendar year? _____
- What percentage do you expect to pay in the current year? _____
- 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:

- Amount of current-year apportionments paid to date this year: _____

3. What percentage of current budget is for staff compensation? _____

4. What percentage of current budget is for program/mission implementation? _____

5. What percentage of current budget is for facility management/improvement? _____

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.)
2. If this funding request is approved, how will the project be evaluated during implementation?
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:
4. What overall resources, other than financial, are available to support implementation of the project?

IV. CONGREGATIONAL COMMITMENT

1. Total projected cost of project: \$ _____
2. Cash on hand currently for this project (please provide documentation): \$ _____
3. Fundraising for this project over and above church budget:
 - a. Total amount projected to be raised from capital or stewardship campaign: \$ _____
 - b. Amount projected to be raised 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, 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:

V. CERTIFICATION OF APPROVAL

CHURCH COUNCIL APPROVAL

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

Name of pastor: _____

Name of Church Council chairperson: _____

Date: _____

DISTRICT COMMITTEE APPROVAL

The _____ District Committee for Congregational Development approves an amount of
\$ _____ for the above project.

Committee chairperson signature: _____

Date: _____

DISTRICT SUPERINTENDENT APPROVAL

District superintendent signature: _____

Date: _____