

**INSTRUCTIONS AND APPLICATION FOR MISSION GRANT PROPOSALS
LUTHERAN WOMEN'S MISSIONARY LEAGUE
FLORIDA-GEORGIA DISTRICT 2020-2022**

I. WHO MAY SUBMIT A GRANT PROPOSAL

1. Individual LWML members
2. LWML Societies
3. LWML Zones
4. District and Synodical boards

II. CRITERIA FOR MISSION GRANTS

1. Be mission in emphasis, extending the ministry of the Word.
2. Fit into plans and projects of the Lutheran Church-Missouri Synod Florida-Georgia District.
3. Be limited to projects where adequate funding has not been provided through District or Synodical budgets.
4. Be current and ready for implementation.
5. Be well documented.

III. IDEAS FOR MISSION GRANTS

1. Agencies, organizations, and programs that help LWML members to serve, to grow and to spread God's word.
2. Special ministries that meet specific needs of the under-privileged, aged, mentally challenged families, youth, etc.
3. Educational institutions of the Lutheran Church-Missouri Synod, such as seminaries, schools, etc.
4. Facilities that serve as an instrument in extending the Kingdom of God, such as day care facilities, preschools, etc.
5. LCMS World Mission Project/Opportunities are available from the LCMS Board for Mission Services, and the LWML Projects Bank provide a list of projects. Both have appropriate approvals and are ready for funding.
6. Worthy Lutheran organizations outside the district may be considered if there are not a sufficient number of grant applications within the district.

IV. RESEARCHING A MISSION GRANT PROPOSAL

1. Contact the person in charge of the agency, organization, program, etc., that you propose to help to get their input.
2. Get written approval from the contact person.

3. Gather necessary facts and assemble supporting materials to submit with the Mission Grant Proposal.

V. WRITING A MISSION GRANT PROPOSAL

1. Complete the LWML Mission Grant Application Form. If a grant proposal is submitted from outside the FL-GA District, it must be submitted through an LWML FL-GA District member, society, or zone.
2. The LWML Mission Grant Application Form must be signed by the person submitting the proposal and by either a local FL-GA pastor or Zone Counselor.
3. The proposal itself must be written in resolution form using no more than four (4) "Whereas" statements and end with a specific and concise resolution. (See page 3 for example on how to write a resolution.)
4. The resolution should be concise and specific, and should include the following:
 - a. Project goal
 - b. Needs – both spiritual and monetary
 - c. Purpose for which requested funds will be used
 - d. Dollar amount of funds requested. The maximum for any request is \$10,000.
5. Submit a 40-word summary of your grant that includes the name of your organization and how your grant funds will be used. This information will be included in the delegate materials for voting purposes.

VI. SUBMITTING MISSION GRANT PROPOSAL

Submit to the Vice President Mission Grants all of the below items (by mail AND email)

- By mail –
 - a) one signed, original copy of the application.
 - b) one original copy of the resolution
- By email –
 - a) one copy of signed application
 - b) one copy of the resolution as a Word document
 - c) 8 to 10 clear photographs in JPEG format with detailed explanation

The deadline for accepting a mission grant proposal is March 15 of convention years
This date will be strictly observed, and any incomplete proposal will not be considered.

1. Vice President Mission Grants will send the completed file of grant proposals to the Executive Director for Outreach of the Lutheran Church-Missouri Synod Florida-Georgia District for his evaluation and approval to assure that the grant proposals are truly mission in character and merit the consideration of the LWML FL-GA District.

2. The Mission Grant Committee will investigate and evaluate each Mission Grant proposal presented for consideration, and will select the grants to be considered for placement on the ballot.
3. Following the approval of a proposed Mission Grant, the resolution form will be sent to the Vice President of Communications to be included in the convention packet and manual.

VII. FINAL PROCEDURES

1. Following District Convention, all individuals who submitted Mission Grant Proposals will be contacted and advised of the status of their Mission Grant.
2. Those whose Mission Grants were selected will be sent instruction on how to request funds and their future reporting responsibilities.

HOW TO WRITE A RESOLUTION

Write the name of your project and the amount requested

“Whereas” #1 ---Use a scriptural reference or example.

“Whereas” #2---or more – tell how your group works toward the biblical reference in #1 and explain how this project will fulfill the biblical command.

Next “Whereas” --- tell why you need financial assistance with this project.

“Be it Resolved” --- state your request to the 2020 Convention of the Florida-Georgia District LWML

EXAMPLE:

Whereas, The Great Commission of our Lord and Savior, Jesus Christ, commands us to reach out to all at home and abroad (**goal**); and

Whereas, professional church workers are necessary to the church to carry out this command (**need**); and

Whereas, the dormitory facilities at _____(place)_____ are badly in need of remodeling (**need**); and

Whereas, the ____ (name)____ board is aware of this need and voted approval but are unable to fully finance the cost (**summary**); therefore, be it

RESOLVED, that the delegates gathered at the 2020 Lutheran Women’s Missionary League FL-GA District Convention in _____ FL, vote the sum of \$_____ to enable this building program to begin.