

# **LRBA MISSION & MINISTRY TEAM TEAM GUIDELINES**

**The mission of the Mission and Ministry Team is to serve as catalyst and resource to help churches develop and engage in mission and ministry in their community and the Louisville Region.**

## **RESPONSIBILITIES**

1. Pray as a Team and individually for guidance, resources, and ability to fulfill the mission assigned to this Team.
2. Promote mission and ministry awareness and education in Associational churches.
3. Maintain and coordinate relationships with other Associations, KBC, the North American Mission Board, and International Mission Board
4. Provide leadership training for Associational churches in areas of mission and ministry.
5. Identify resources and serve as a resource for missions and ministry in the Associational churches.
6. Seek and enlist resources, churches, and personnel to sponsor new ministries in the Association.
7. Administer the distribution of endowment funds and special missions and ministry offerings as approved by the Association.

## **MEMBERSHIP**

1. The Team shall determine its own organization, except the Nominating Committee shall name the Chairperson and have final approval of membership.
2. All members shall be active in a Louisville Regional Baptist Association church.
3. The Team shall consist of members committed to the mission and methods as stated above and to fulfilling the duties assigned to it by the Executive Board.
4. The Chair, in consultation with the team members, shall determine the meeting place and time.

# **LRBA MISSION & MINISTRY TEAM FUND ADMINISTRATIVE GUIDELINES**

*The purpose of the Missions and Ministries Fund, the Urban Ministries Fund, and the Fred Tucker Offering is to support the activities of the Louisville Regional Baptist Association churches, their ministries, and Kingdom Partners by providing financial grants. The intention of the Association is to utilize these funds to empower LRBA churches, ministries, and Kingdom Partners to implement the Great Commission.*

## **MISSIONS AND MINISTRIES FUND**

The Missions and Ministry Fund (MMF) has been established by the Louisville Regional Baptist Association (LRBA) for the distribution of earnings from the Missions and Ministry Endowment (MME) to LRBA churches, ministries, or partners serving anywhere in the Louisville Region.

## **URBAN MINISTRIES FUND**

The Urban Ministries Fund (UMF) has been established by the Louisville Regional Baptist Association (LRBA) for the distribution of earnings from the Urban Ministries Endowment (UME) to LRBA churches, ministries, or partners serving Louisville's urban areas. These areas are defined as locations of ministry focus where the census tract data indicates that 15% or more of the population is below the poverty threshold.

## **FRED TUCKER OFFERING (FTO)**

The month of May has been designated to emphasize prayer and the annual offering for our Association's local mission work and for the missions and ministries with which we partner. The FTO is dedicated to the loving memory of Fred Tucker (1885-1963), for his 42 years of service to Louisville's inner-city, including 15 years as Pastor of East Baptist Church and 27 years with the Long Run Baptist Association (LRBA). The goal today is for Louisville Regional Baptist Association churches to assist in raising the needed funds for conducting Kingdom ministry in Louisville. By cooperating together, we are able to maximize our resources to reach the lostness of Louisville for Christ. The prayers offered during the FTO Season of Prayer and throughout the year are considered the most valuable resource given.

## **GENERAL ADMINISTRATION**

1. The funds are the shared resources of LRBA congregations and represent the spirit of cooperation which makes our joint work possible.
2. The "Missions and Ministry Team" (Team) shall administer and have oversight of the regular distribution of "Missions and Ministry Endowment" (MME) and "Urban Ministries Endowment" (UME) earnings, as well as, Fred Tucker Offering receipts.
3. Each year some monies may be set aside for ongoing Church Incentive Grants that are available to LRBA churches by special request throughout the year.
4. The LRBA Financial Director will provide regular financial reports of financial commitments to the Team as requested.

## **APPLICANT CRITERIA**

1. The general criterion is that the applicant's stated purpose is consistent with the Association's missions and ministry purpose.
2. Applicants must complete a grant request form annually, found online at <http://www.lrba.org>.
3. Grant Requests for funds must be made no later than December 15 and funds will be distributed by March 31.
4. Applicants must be a Louisville Regional Baptist Association church or ministry, or an approved Kingdom Partner that affirms an approved doctrinal statement or completes an approved theological questionnaire.
5. A Federal Tax Identification Number must be provided. This should be the federal identification number for the organization to whom the check is to be made payable. Federal law now requires us to obtain this number. Grant checks shall not be payable to individuals.
6. The Distinctives for Support will guide the Team with allocation of funds.
7. The stated purpose for all grants should be focused on community engagement with the goal of making disciples. The intention of the LRBA through these funds is to empower LRBA churches and partner ministries to implement the Great Commission.
8. Requests for salary or staff funding will not be considered.

## **FUND DISTRIBUTION**

1. Effective October 1 each year, LRBA will escrow the earnings from the Missions & Ministry Endowment (MME) and Urban Missions Endowment (UME), as calculated at the end of the Association fiscal year,
2. Upon the close of collection for each year's annual Fred Tucker Offering those monies will be escrowed for distribution along with earnings from the MME & UME.
3. UME funds are awarded to those grantees focused and serving in areas where the census tract data shows that 15% or more of the population is below the poverty threshold.
4. Primary consideration will be given to LRBA churches.
5. Church Incentive Grants to LRBA churches will be made upon the recommendation of the Mercy Ministry Catalytic Consultant and approval of M & M Team.
6. Special consideration will be given to Legacy Partner Ministries (Louisville Rescue Mission, Baptist Fellowship Center, and Friendship International)
7. Recognizing the limited amount of monies available during any given year, the number and amount of grants will be determined by the greatest Kingdom impact possible.
8. The average grant distributed is approximately \$2500.
9. Past funding is not a guarantee of future funding.

## **SYSTEM OF ACCOUNTABILITY**

1. Recipients of previous funding shall give a written account of the use of the previous year's funds to the M & M Team. *Failure to give account, according to these policies, will result in immediate withdrawal from future funding.*
2. The M & M Team will contact church or ministry sites at least annually.
3. The Team will report as needed to the Associational Executive Board regarding the distribution and use of said funds.

4. Any monies not distributed during a given fiscal year shall be reinvested in the Endowments for future distribution.
5. LRBA churches shall be made aware of the availability of these monies by the Missions and Ministry Team.

# LRBA MISSION & MINISTRY TEAM

## DISTINCTIVES FOR SUPPORT

Kingdom Partner distinctives are marked with an asterisk\*

### 1. DOCTRINE

- a. There is agreement with an approved doctrinal statement of the LRBA (Baptist Faith and Message; Philadelphia Confession; or New Hampshire Confession) and/or approved answers to the Theological Questionnaire according to Scripture.

### 2. PHILOSOPHY OF MINISTRY / SUSTAINABILITY

- a. Model of ministry is striving to become financially independent and increasingly sustainable within its own context.
- b. Organization is directed by local leaders.
- c. Ministry is culturally relevant and meeting community needs.

### 3. LEADERSHIP

- a. The leaders exhibit integrity.
- b. Leadership is effective.
- c. Team approach and collaborative decision making is valued.
- d. Personal Financial Accountability/Stewardship is present.
- e. The leader recognizes they, as well as their ministry, are under authority of an effective, engaged Board, local church etc.\*
- f. There is a focus on building and equipping others to lead.
- g. The leaders have placed themselves in a peer accountability structure to help strengthen their personal walk with Christ and accountability to a local church. \*
- h. Ministry will continue beyond current leadership. There is a succession plan in place.
- i. The ministry leaders are living at a level that maintains relevancy to the context in which the work is being done.

### 4. STRATEGY

- a. Evangelizing the lost is a high priority to the extent that the gospel is shared as a part of intentional programming.
- b. Spiritual, social, emotional and physical needs are met in tangible ways.
- c. Non-church organizations actively connect people to local churches. \*
- d. There is a plan for making disciples who will become disciple makers.
- e. Initiatives that require outside resources are organized with timelines and with the goal of building the capacity of local believers to expand the ministry or initiate new ministries.
- f. There is a capacity for shared resources to make a significant kingdom impact.
- g. Strategic plans are utilized and evaluated.

5. RELATIONSHIP (Between LRBA and grantee)
  - a. Regular communication is open and transparent.
  - b. The relationship continues to grow and deepen.
  - c. A compatible philosophy of ministry leading to achievable partnership expectations.
  - d. Overall, the relationship is mutually fulfilling.
  
6. FINANCIAL ACCOUNTABILITY
  - a. There is transparency with finances.
  - b. Appropriate financial accountability structures are in place.
  - c. Good stewardship is practiced in alignment with 2 Corinthians 8:20-21.
  - d. There is a commitment to working within an annual budget.

Budgets should be submitted to the M&M Team at the end of fiscal year for review. A financial review by the M&M Team is required.
  - e. There is an appropriate compensation scale throughout the organization.
  
7. FRUITFULNESS/IMPACT
  - a. There is measurable impact/growth of the ministry.
  - b. There is discernible progress in attaining ministry goals.

# **LRBA MISSION & MINISTRY TEAM**

## **INSTRUCTIONS FOR GRANT APPLICATIONS**

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2. Applicants must complete a grant request form annually, found online at <http://www.lrba.org>.

3. Grant Requests for funds must be made no later than **December 15** and funds will be distributed by **March 31**.
4. Applications must include a budget for the ministry. If church, a budget for the project or initiative being funded should be provided.
5. A Federal Tax Identification Number must be provided. This should be the federal identification number for the organization to whom the check is to be made payable. Federal law now requires us to obtain this number. Grant checks shall not be payable to individuals.
6. Applicants must be a Louisville Regional Baptist Association church or ministry, or an approved Kingdom Partner that affirms an approved doctrinal statement or completes an approved theological questionnaire.
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### **FUND DISTRIBUTION**

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3. The average grant distributed is approximately \$2500.
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### **SYSTEM OF ACCOUNTABILITY**

1. Recipients of previous funding shall give a written account of the use of the previous year's funds to the Team. *Failure to give account, according to these policies, will result in immediate withdrawal from future funding.*
2. The M & M Team will contact church or ministry sites at least annually.

Mail application to: Louisville Regional Baptist Association  
Attn: Mission & Ministry Team  
960 S Third St, Ste 100  
Louisville, KY 40203



# LRBA MISSION & MINISTRY TEAM GRANT APPLICATION FORM

Name of Church or Partner Ministry \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Website (if applicable) \_\_\_\_\_

Phone \_\_\_\_\_ Mobile \_\_\_\_\_

Email \_\_\_\_\_

Project Title (if applicable) \_\_\_\_\_

Project Date(s) \_\_\_\_\_ (if one-time) OR Project is:  on-going

Name of Person Submitting the Application \_\_\_\_\_

Person Responsible for Project Supervision \_\_\_\_\_

(if different than applicant) Title \_\_\_\_\_

Amount Requested \$ \_\_\_\_\_

If a grant was received last year, please indicate below how the monies were used and what results were born out of your ministry efforts (with special attention to gospel impact).

Please use an additional sheet if needed to respond to each of the following:

1. Ministry / Project Objective:

2. Persons to be Ministered to:

3. List the funding sources for this ministry.

A. Tell sources and amounts for last year:

B. Tell expected sources for the coming year:

C. What is the total budget for your ministry or project?

D. What percentage of your budget does this grant request represent?

4. What are your expenses? How do you determine your budget for this ministry?

5. If you receive a grant, how do you plan to spend it?

Federal Tax Identification Number for this Church or Ministry: \_\_\_\_\_  
(The Tax identification number, usually the EIN – Employer Identification Number, MUST be the number for the organization to whom the check is to be made payable. If you do not know, contact the bank where the organization has a checking account. The bank has this number on file.)

Budget is attached.

If approved, please make check payable to: \_\_\_\_\_  
(Checks must be made payable to the church or ministry partner)

Mail the grant check to: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

<b>Mission &amp; Ministry Team Only:</b>	
___ Approved for \$ _____	<b>M &amp; M Chair</b> _____
___ We do not endorse this ministry for any funding.	Signature _____
___ This church or ministry qualifies for funding from the UMF.	Date _____
Reason for Disapproval	<b>Financial</b> _____
_____	Signature _____
_____	Disbursed Date _____
_____	

**Return this form to:**                      **Louisville Regional Baptist Association**  
**Attn: Mission & Ministry Team**  
**960 S Third St, Ste 100**  
**Louisville, KY 40203**

