



Brethren Faith in Action Fund Guidelines Mission and Ministry Board – Church of the Brethren

Purpose: Formed by funds generated from the sale of the upper campus of the Brethren Service Center in New Windsor, the **Brethren Faith In Action Fund** provides grants to fund outreach ministry projects that serve their communities, strengthen the congregation, and expand the reign of God. Such ministries will honor and continue the legacy of service that the Center has epitomized while also addressing the dynamics of the present age.

Who May Apply: Any United States Church of the Brethren congregation, fellowship or project (hereafter referred to as "congregations").

Amount: Grants of up to \$5,000 per congregation or ministry project per year are awarded, with a maximum of \$15,000 being allocated to any one ministry project over multiple years.

Matching Funds: Requesting congregations must match at least half of the grant amount with their own resources.

Fund Management: The fund shall be managed so as to preserve principle. Investment performance and other factors will determine the total amount of available grant money for each year.

Application Process: Grants will be awarded as determined by the Grant Oversight Committee each month. A grant application will require basic information such as amount requested, description of the project, budget, affirmation that congregation will provide match as recorded in the minutes of the congregation's decision-making body, and a statement of support from district executive.

Grant Oversight Committee: The committee is comprised of three appointed members: a denominational staff person, a Mission and Ministry Board member, and a district executive.

Oversight & Accountability: Grant recipients are required to submit a report signed by two congregational leaders at the conclusion of the grant period, to include financial accounting, an evaluation of the project, and other information specified on the reporting form. Failure to meet reporting requirements renders a congregation ineligible for future grants. In cases where grant funds are not expended for the intended purpose the Oversight Committee may request repayment of some or all of the grant amount.

Guidelines:

1. Grants are for ministries in which members of the congregation are actively involved. They are not to be passed through the congregation to another organization that the congregation supports.
2. Priority will be given to requests that connect with the legacy of the Brethren Service Center in some way, such as by including components of service, peacemaking, and meeting basic human need. Fresh and creative ideas for outreach ministries are preferred.
3. Grants cannot be used primarily to fund staff salaries, although a portion of a grant may be allocated to wages / salaries for staff or others involved in providing leadership for the outreach ministry that is funded.

Examples: The fund may support outreach ministries like (but not limited to) these:

1. Refugee resettlement.
2. Local food bank, feeding program, or shelter operated by a congregation or community organization with involvement by members of the congregation.
3. Education and training events, especially if they include peace / service / justice / poverty components.
4. Community outreach events such as local work projects, picnics, concerts, etc.
5. Meal events hosted by the congregation for the community.

The fund generally will not support:

1. Staff salaries, with the exception of small portions of grants dedicated to a larger project.
2. Needs specific to one individual or family (such as paying medical costs or heating bills etc.)
3. Outreach ministries that are not closely related to the congregation and in which members of the congregation are not closely involved.
4. Outreach projects for which the Church of the Brethren already provides grant opportunities, such as gardening projects funded by the Global Food Initiative.
5. Missionaries/volunteers from the congregation serving through organizations that require raising their own support.

(From the document approved by the Mission & Ministry Board – March 2017)



Brethren Faith In Action Fund Grant Application Mission & Ministry Board of the Church of the Brethren

Date of Application _____

Name of Congregation, Fellowship, or Project _____

Address _____

District _____

Name(s) of person(s) filling out this application _____

E-Mail _____ Phone _____

Disbursement of Funds

Applications may be received at any time. Disbursement of **Brethren Faith In Action Funds** will be made to qualifying applicants each month.

Grant Application

This application for a grant from the **Brethren Faith In Action Fund** requires evidence of a well thought out vision for your ministry project. Please provide detailed information as requested below. Refer to guidelines for the **Brethren Faith In Action Fund** at www.brethren.org/faith-in-action

Project Description

1. Describe the ministry project in detail; include a projected timeline.
2. How does this ministry project promote the goals of the **Brethren Faith In Action Fund** to "provide outreach ministries that serve the congregation's community, strengthen the congregation, and expand the reign of God"?
3. How does this ministry project fit in with the rest of your church's ministry?
4. What are the steps you will take to accomplish this ministry project?
5. How will your congregation support this ministry project through participation, prayer, funding, etc.?
6. What will determine the ministry project has accomplished its goal(s)?

Project Funding

7. What are the estimated expenditures for this ministry project? Please upload or attach a detailed budget.
8. List other sources of support for the ministry project (e.g. district, local community, local congregation budget, local fundraising).
9. What is the amount of the grant requested and when do you need the funds?
10. Recall that your congregation is responsible to match at least ½ the amount of the grant. How will your congregation raise funds to finance your share?
11. How might your congregation assume responsibility for future financing of this ministry project, if it's a continuing ministry?

Congregational Information

12. What is the average worship attendance in your congregation?
13. What is your congregation's total annual budget? Also identify the portion for outreach.
14. How have/will you made your district aware of your ministry project?
15. How does your congregation support your district ministries and Church of the Brethren ministries?

Other comments

Your District Executive will be contacted for affirmation of your ministry project application.

To submit your application:

Upload the completed application and supporting budget to the website www.brethren.org/faith-in-action

Or email the completed form and any additional materials to: BFIAFund@brethren.org

Or mail to: Brethren Faith In Action Fund c/o General Secretary's Office, 1451 Dundee Ave., Elgin, IL 60120