

**RISE UP! GO FORWARD!**



*"All the believers were together and had everything in common." Acts 2:44*

*Our mission is to glorify God through the edification, education and empowerment of African American people who will build unity in the Southeast Michigan Synod of the Evangelical Lutheran Church in America.*

## **2016 Congregational Connections Grant**

### **AIC Grant information and Guide-lines**

Acts In Common Congregational Connections Grant provides direct support to member congregations in good standing during the 2015 fiscal year.

Grant Awards will be based upon the AIC Board of Directors review and is reflective of the AIC Strategic Goals and/or Priorities for the current year. Examples of what can be considered for funding can be found in this package:

#### **AIC Six (6) Strategic Objectives**

##### **Strengthen Existing Ministries:**

Support and develop congregational leaders and assist in the development and implementation of strategically focused congregational and community goals.

##### **Congregational Leadership:**

Improve and streamline the processes for sourcing, selecting and orienting congregational leaders, as well as serve as a resource for on-going training and education.

##### **Contextual Ministry:**

Serve as both a catalyst and trainer for the infusion of holistic spirituality and cultural pride into the congregational and community-based ministries.

##### **Financial Development:**

Resource, train and educate congregations in the processes of strategic financial planning and management.

##### **Maximizing Resources:**

Resource, train and educate congregations in the development of non-traditional income streams and wealth creation.

##### **New Ministry Development:**

Determine the feasibility and provide the structure for the growth and expansion of new ministries in the targeted communities.

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Additionally, projects that forward the following **Organizational Priorities** will also be considered:

- **Lay Leadership Development**
  - **Trainings such as Licensed Lay Ministry (ELCA)**
- **Youth and Young Adults Ministry**
  - **i.e. ELCA Youth Gathering, Michigan Youth Gathering**

### **WHO CAN APPLY**

The application process is open to active AIC congregations and organizational members. However, inactive congregations and organizations will be “considered” based on need, location (i.e. Acts In Common territory) and the Board of Directors’ discretion. Active is described as:

1. Paid annual membership
2. Participation in AIC events

### **AMOUNT OF GRANT**

Requests are between \$200 - \$2000. The grant can be applied to expenditures such as mileage, speaker’s fees, to offset the costs of events, registration fees, travel, stipends, etc. Requests that do not address or support the Strategic Objectives and/or Priorities will not be reviewed.

### **GRANT REQUIREMENTS**

To apply, the following steps are required:

1. Complete and submit Cover Letter and include the appropriate attachments as detailed in the content. **USE THE FORMS PROVIDED.** Print or copy the Cover Letter and Budget Form and include them in your proposal. Your proposal must describe your project/program to the AIC Board of Directors.
2. The grant will be reviewed by an independent panel and recommendations will be made to the AIC Board of Directors, for the final award decision. The contact person on the grant application will receive notice of the board of directors’ decision.
3. A final report is required within six months of the end of the project / program / opportunity. Organizations that do not submit a final report are not eligible for this grant opportunity in the next fiscal year, or until the report is received.
4. Grantees are required to highlight Acts In Common as a sponsor and include the advertisement samples (pictures, letters, etc.) in your report.

### **TIMELINE**

Applications will be accepted through ~~October~~ **DECEMBER 1<sup>ST</sup>**. Grants will be awarded no later than the Annual Meeting. The grant must be spent within one calendar year of receipt, and include a six-month progress report and/or a final report prior to the submitting a new grant proposal.

### **HOW TO APPLY:**

The grant request can be requested by email from [r.mccants@semisynod.com](mailto:r.mccants@semisynod.com) or downloaded from [www.actsincommon.org](http://www.actsincommon.org). Requests will be reviewed at Acts In Common board meetings and responded to within two weeks of the review.

### **WHERE TO SEND GRANT APPLICATION:**

Return to AIC Board of Directors, 8115 E. Jefferson Ave., Detroit, MI 48214 or email to [r.mccants@semisynod.com](mailto:r.mccants@semisynod.com).

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**AIC CONGREGATIONAL CONNECTIONS • COVER LETTER**

**USE THIS FORM:** Complete this Cover Letter and attach it to the grant proposal. This Cover Letter should clearly identify the relevance of the project/program/opportunity as one of the Strategic Objectives and/or Organizational Priorities of Acts In Common.

Notification of the determination will be made following the recommendation of the Review Committee. This grant proposal should not be more than 4 pages front & back. Please make sure the writing is legible.

**Return to: Acts In Common Board of Directors, 8115 E. Jefferson Ave., Detroit, MI 48214 or email to [r.mccants@semisynod.com](mailto:r.mccants@semisynod.com).**

<b>CONGREGATION/ORGANIZATION NAME:</b>	
<b>CONTACT PERSON'S NAME, PHONE NUMBER AND EMAIL ADDRESS:</b>	
<b>PROJECT / PROGRAM / OPPORTUNITY TITLE:</b>	
<b>DATE OF APPLICATION:</b>	<b>PROJECT / PROGRAM / OPPORTUNITY POPULATION TARGET:</b>
<b>REQUESTED AMOUNT:</b>	<b>DATE(S) OF PROGRAM / PROGRAM / OPPORTUNITY:</b>
<b>STRATEGIC OBJECTIVE FOCUS (MAY BE MULTIPLE):</b>	
<b>PRIORITY GOAL FOCUS (MAY BE MULTIPLE):</b>	

**Complete answers to the following categories on a separate page:**

**PROJECTED OUTCOMES:** What will be achieved at the end of this initiative? (Maximum 250 words)

**PROJECT / PROGRAM/ OPPORTUNITY DESCRIPTION:** Briefly describe the purpose of the project/program or opportunity. (Maximum 500 words)

**LIST TOTAL EXPENSES OF PROJECT / PROGRAM / OPPORTUNITY:** Include a detailed budget that reflects the total cost of the program. The budget should include the area this grant is responsible for. How will the church/ organization support the project/program?

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**AIC CONGREGATIONAL CONNECTIONS • GRANT APPLICATION DETAIL**

The Congregational Connections Grant Application should include the following:

- Cover Letter (page 3)
- **PROJECTED OUTCOMES:** (Maximum 250 words) What will be achieved at the end of this initiative? Who is served and where are they from? How often will the event or program occur? What was the benefit to your organization? What was the benefit to the user?
- **PROJECT / PROGRAM/ OPPORTUNITY DESCRIPTION:** (Maximum 500 words) Briefly describe the purpose of the project/program or opportunity. Why was this program or project necessary?
- **PROGRAM BUDGET:** (Page 5) List the total expenses. Indicate all sources of income included the number of in-kind services or support provided.
- **Your Church or Organizational Mission:** What is the mission of your church?
- **Description of current Congregational/Organizational services:** (Maximum of 200 words)
- **Need for the Project/Program** (Maximum 500 words) (What specific problems, challenges or needs does this grant request address? What data or information do you have to demonstrate the need?)
- **Community Partners** of the program / project / opportunity if any.
- **Church Partners** (Lutheran or other) of the program / project / opportunity if any.
- **Description of how your program will expand** on the selected Strategic Objective and /or AIC organization priorities
- Indicate if the program/ project / opportunity cannot be provided without this funding; whether or not this is a new or established initiative

**Dr. Peter Steinke writes;** *For many Americans churchgoers, the concept of mission is tilted. Their role is to support those who are active in mission work. Mission however, is the responsibility of all Christians. All are missionaries. One is invited to be part of the church for the sake of God's mission. Another misconception many people have is that the church itself is the mission. By supporting and participating in the work and programs of the church, one has joined the mission. As a consequence, the core purpose of the church is lost. One thinks the church is there only for them. Rather, the church is present wherever a Christian goes.*

*"The church is only the church, when it exists for others." We become members to be missionaries. Our hope of a new creation gives value and worth to all that we do. **Dietrich Bonhoeffer***

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**AIC CONGREGATIONAL CONNECTIONS • BUDGET FORM**

Name of Church \_\_\_\_\_

Name of Contact Person \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Program Start Date \_\_\_\_\_ Projected End Date \_\_\_\_\_

LINE ITEM EXPENSE	TOTAL AMOUNT NEEDED	IN-KIND SUPPORT	AIC GRANT	(NAME/AMOUNT) OTHER FUNDING SOURCES
Sample: Prog. Planner Fee	300.00	300.00	0.00	
Sample: Transportation	250.00	0.00	250.00	
<b>TOTAL EXPENSES</b>				

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**AIC CONGREGATIONAL CONNECTIONS • FAQs**

**FAQs (frequently asked questions)** are based on the feedback and questions received during the first Congregational Connections Grant process.

1. What are the Strategic Objectives? Strategic Objectives are the 6 areas of focus that Acts In Common will shape its work. Strategic objectives are the areas of support Acts In Common provides to its member congregations and organizations.
2. What are examples of programs that Acts In Common will fund?
  - Strengthen Existing Ministries:**  
Congregational events and programs, feeding programs, or other kinds of current ministries, etc.
  - Congregational Leadership:**  
Registration fees, transportation fees, conference support (if you are hosting an event), Licensed Lay Ministry (Southeast Michigan Synod training), Boundaries Training, Healthy Congregations trainings, etc.
  - Contextual Ministry:**  
Finding music, speakers, teachers and/or worship tools that speak to the needs of the community, etc.
  - Financial Development:**  
Securing experts in financial planning, leaders in strategic planning, etc. Support to assist congregations or ministries in financial structures best practices, audits, etc.
  - Maximizing Resources:**  
i.e. Kitchen Sync, Salem Retreat Center, speakers or other professionals with an expertise to share.
  - New Ministry Development:**  
Creating new opportunities, such as changing worship formats, securing expertise in these areas and/or supporting new ideas.
3. What are the priorities and what kinds of projects do they include?
  - Lay Leadership Development:** Trainings such as Licensed Lay Ministry (ELCA)
  - Youth and Young Adults Ministry:** ELCA Youth Gathering, Michigan Youth Gathering, Summer Program Support
4. What are outcomes? Outcomes state what's anticipated to happen if everything goes as planned. *For example*, if your program is to host a Saturday morning youth gathering, one outcome may be to have 30 youth, aged 3-15 present every Saturday for six weeks. Answers to outcomes are based on the rationale to present this program in the first place.
5. What is the "need" section supposed to say? This section tells the grant reviewer "why this is important". What can be shared as a basis for this project? What homework has been done that supports the need to have this project? Who has indicated it's a program they want to participate in?
6. Community and Church Partners. Share in your proposal any partners you have in this endeavor. Organizations that work together often have more positive results.
7. Funding. What are the sources needed to make this happen? Where is the money coming from?