Hebrews 11 Grant Request

The Hebrews 11 Fund was established by the New England Conference, using funds from the proceeds of discontinued and/or abandoned properties in order to develop new congregations and/or revitalize existing congregations. Hebrews 11 Funds shall be used only for the development of new and existing United Methodist churches in order to make disciples of Jesus Christ for the transformation of the world. Priority will be given to new or existing congregations that serve a geographic region where a church has been closed or other underserved population groups. Proceeds from properties in urban centers with more than 50,000 in population shall be used only for new and/or existing congregations within urban transitional communities, as required by Discipline ¶2548.7.

All grant proposals must include the following:

1. Cover Letter: This should present a concise summary of the project. It should be no longer than a page include the need for the project and the population it will serve, a brief description of the project and it’s goals and objectives, as well as the church’s background. Make sure you include the amount of funding that is being sought. Finally, mention how the program will be evaluated to measure the success of the program(s). This page should be the last section you write.

2. Statement of need: The statement of need should describe the problem that the project will attempt to address. Also, describe the population that will be served.

3. Goals and objectives: This section outlines the specific goals (programs, outcomes, objectives, indicators of success) that you hope to achieve as a result of the project.

4. Strategic ministry plan
   a. Describe the ministry plan and the capacity of the church to carry out the program and who will benefit from the project. This includes an outline of your strategy/methodology and timeline to be used in the development and implementation of the project.
   b. Include a detailed budget equal to the length of the strategic plan (minimum 3 years.) The budget must include the total church’s budget, not just the budget related to the proposals, and must include actual budget from the most recent fiscal year. Typically, grants are awarded based on the church reaching certain benchmarks rather being given out in one lump sum. Be sure to include how the church will fund this project beyond the grant money received (pledges, building use fees, other grants, etc.) In particular, describe how the church plans for the ministry to be sustained once the granting period ends. Finally, in terms of the budget for the project in particular, there must be sufficient explanation as to why each budget item is necessary for implementing the project.

5. Evaluation:

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• Briefly describe the evaluation process and how the results will be used.
• Explain how the organization will measure the effectiveness of the program.
• Describe the criteria for success.
• Describe the results expected to be achieved by the end of the funding period.

6. Congregational/Agency Support
   a. Minimum required - Local Church Council/Leadership letter of support; District Superintendent letter of support.
   b. Copy of a financial audit completed within the last three (3) years.
   c. Additional letters of support from partnering agencies, organizations and congregations are strongly encouraged.

As indicated in the Hebrews 11 resolution, funds will be approved for release by the Board of Congregational and Community Development (BCCD) in cooperation with the Bishop and Cabinet. Proposals will be considered twice a year at the Board’s meetings. Proposals to be considered for the fall meeting must be in the Office of Congregational Development by September 1. Proposals to be considered for the late winter meeting must be in the Office of Congregational Development by February 1. Proposal that are incomplete, late or fail to comply with all requirements will not be considered.

Submission requirements:
1. Congregations must inform their district office in writing when they begin their application process.
2. Pastor/submission team must schedule a meeting with the District Superintendent to review the proposal, discuss current financial viability, review connectional accountability (mission shares, loan repayments, etc.) and demonstrate community involvement. This is required at the mid-way point of the process.
3. A hard copy of the final application must be submitted to the district office two (2) full weeks prior to the application deadline for DS review and consideration of a recommendation letter.
4. Proposals must be submitted with all pages numbered.
5. Once approved by the DS, proposals must be submitted as one complete package with all sections including all letters of support. Proposals submitted in multiple sections will not be accepted.
6. Hard copies of the grant application may be submitted to the Office of Congregational Development, New England Conference, 411 Merrimack St., Methuen, MA 01844 and must arrive by the deadline, OR....
7. Proposals may be submitted electronically as a single PDF document (no proposals will be accepted in Word, Pages or other word processing format), again, arriving before the deadline to rickm@neumc.org.

If the proposal is approved by the BCCD, the proposal will be sent to the Cabinet with specific recommendations to be considered during the next session the Cabinet and Bishop meet for a final decision.

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