

**NORTHERN ILLINOIS DISTRICT
LUTHERAN WOMEN'S MISSIONARY LEAGUE
GUIDELINES FOR SUBMITTING MISSION GRANT PROPOSALS**

CRITERIA FOR MISSION GRANTS

Mission grants should:

- benefit a Lutheran organization
- focus on extending the ministry of the Word
- be current and ready for implementation
- be well documented, include amount of funds requested, use of funds, and if partial funding, list the amount and source of additional funds
- use no more than 20% of the grant for salaries
- fit into the plans and projections of the Lutheran Church Missouri Synod
- not be scholarships or short term missionary trips

WHO MAY SUBMIT A PROPOSAL?

1. Mission grant proposals may be submitted by individual members, local units, zones, districts and LCMS boards.
2. Generally, four (4) years, must elapse between accepted proposals from a previously funded organization.
3. Grant proposals which come from Lutheran organizations not directly submitted by district or LCMS boards must have a cover letter from an LWML society or member.

WHAT IS THE PROCEDURE FOR SUBMITTING A GRANT PROPOSAL?

1. Call or email the Vice President of Gospel Outreach as soon as possible to ensure that the grant proposal meets eligibility requirements and receive any help necessary in completing the process.
2. Grant proposals must be submitted to the Vice President of Gospel Outreach by January 10th of an even numbered year to be considered for the following fall convention ballot. (Remember to allow sufficient time for required signatures.)
3. The proposal must be in resolution form (see sample), accompanied by supporting documents of budget, need and distribution of funds. Please send the following both electronically (email) and paper (regular mail):
 - a proposal in resolution form – see sample
 - b brief (100 word) description of scope of project

- c spending plan for how grant money would be spent
- d 10 digital, individual, high-resolution photos (jpeg), not in PowerPoint or other presentation software, and a 1-minute script to go with the pictures; may be on disc (does not have to be emailed)
- e annual report which reflects current ministry and income (does not have to be emailed if it is a bound report)
- f Signature Page filled out correctly
- g Organizations headquartered outside of NID must obtain signatures from District LWML President and District Synodical President within the district of residence.

4. At the present time, maximum request is \$18,000.

HOW ARE GRANTS CHOSEN?

1. The NID LWML Mission Advocacy and Grants Committee shall submit its recommended grant proposals, except those submitted by the LCMS boards, to the appropriate district or LCMS board for approval.
2. The Mission Advocacy and Grants Committee shall then submit its recommended and approved proposals to the NID LWML Executive Committee for selection of grants for the convention ballot.
3. Delegates to the fall NID LWML convention shall vote by ballot to choose the grants to be funded during that current biennium.

HOW ARE FUNDS DISBURSED?

While the projects are listed in rank order based on the number of votes for each project, each project selected should submit receipts or invoices as soon as possible. Every month as mite money is received into the treasury, the funds will be distributed among those projects which have turned in receipts until the end of the biennium, June 30 of even-numbered years. Any unfunded grants will not be carried forward into the new biennium.

Proposals should be sent to the Vice President Gospel Outreach

Barbara Himley
 1000 Fairlane Drive
 Schaumburg, IL 60193
 847-524-3766
vpgospeloutreach@lwmlnid.org

SIGNATURE PAGE

(One hard copy with original signatures must be submitted with grant)

NAME OF PROPOSED GRANT _____

AMOUNT REQUESTED \$ _____

SUBMITTED BY:

(Check one) LWML Member LWML Society LWML Zone LWML District

NAME OF SUBMITTER _____

ADDRESS _____ CITY _____ STATE __ ZIP _____

PHONE _____

E-MAIL _____

NID CONGREGATION or ZONE _____

NAME OF DISTRICT LWML PRESIDENT _____

In which the submitting organization is located

SIGNATURE _____

ADDRESS _____ CITY _____ STATE __ ZIP _____

PHONE _____

E-MAIL _____

(Signature must accompany submission if organization is outside NID. If inside NID LWML, then Gospel Outreach Chair will obtain signatures)

NAME OF DISTRICT SYNODICAL PRESIDENT _____

In which the submitting organization is located

SIGNATURE _____

ADDRESS _____ CITY _____ STATE __ ZIP _____

PHONE _____

E-MAIL _____

(Signature must accompany submission if organization is outside NID. If inside NID LWML, then Gospel Outreach Chair will obtain signatures)

DIRECTORY OF GRANT PERSONNEL

+(One hard copy must be submitted with grant)

GRANT ADMINISTRATOR _____
(Person with whom the NID LWML should be in contact)

STREET ADDRESS _____

CITY _____ STATE ____ ZIP _____

PHONE _____

FAX _____

E-MAIL _____

FUNDS WILL BE MADE PAYABLE TO: _____

FUNDS WILL BE SENT TO:

STREET ADDRESS _____

CITY _____ STATE ____ ZIP _____

PHONE _____

FAX _____

E-MAIL _____

Sample Resolutions for Mission Proposals

(Within District)

Voice of Hope Behind the Wall, Stateville Prison, Joliet

WHEREAS, We have been commanded to visit those in prison, “I was in prison and you visited me,” Mt.25:36, AND

WHEREAS, the NID has been involved with prison ministry at Stateville Prison since the 1930’s, AND

WHEREAS, Voice of Hope Behind the Wall continues to have to find support from individuals and congregations since the ministry was cut from the NID budget in 2003,

THEREFORE BE IT RESOLVED, that the Lutheran Women’s Missionary League of Northern Illinois District vote the sum of \$10,000 to fund office and computer supplies and *Houses of Healing* books to Voice of Hope Behind the Wall.

(Outside District)

Trinity/Hope Haiti Lutheran School

WHEREAS, Christ instructed us in Matthew 28:19 to “go and make disciples of all nations” and commends those who have fed “the least of these brothers of mine” in Matthew 25:31, and following; AND

WHEREAS, Trinity/HOPE has demonstrated that providing a noon meal for the hungry children in our Lutheran Schools in Haiti is a powerful witness used by the Holy Spirit to discredit the Voodoo teaching that God is unapproachable and non responsive to Haitians, AND

WHEREAS, our Lutheran Church Missouri Synod has chosen to reemphasize its normal evangelistic efforts in order to reach one hundred million people by the year 2015, AND

WHEREAS, children in our Lutheran Schools in Haiti are coming to faith in response to the Word and its witness faster than any other population segment and often later are instruments in bringing their whole families to the knowledge of Christ, AND

WHEREAS, Trinity/HOPE has demonstrated both its ability to successfully run these feeding programs to their current level of over 15,000 children each school day in 86 schools, AND

WHEREAS, Trinity/HOPE has consistently demonstrated over the past ten years its ability to expand its donor base annually to continue 100% all the programs started;

THEREFORE BE IT RESOLVED, that the Northern Illinois District of the Lutheran Women’s Missionary League vote the sum of \$5,000 to partner with Trinity;HOPE and the local people to feed an average school of 100 children so they can be fed and FED.