

# **CHURCH EXTENSION FUND MINISTRY OUTREACH GRANT PROGRAM**

**CHURCH EXTENSION FUND of the CENTRAL ILLINOIS DISTRICT  
THE LUTHERAN CHURCH - MISSOURI SYNOD  
1850 N. Grand Ave. West  
SPRINGFIELD, ILLINOIS 62702-1626**

**“The mission of the Church Extension Fund is to provide opportunity to make funds available in support of the Great Commission.” (Matthew 28)**

## **INTRODUCTION:**

The CEF Ministry Outreach Grant Program has been established by the CEF Board of Trustees for the use and benefit of the congregations and agencies of the Central Illinois District to help carry out their mission and ministry. This program offers a unique opportunity for the Church Extension to provide funds beyond its basic purpose of providing low-cost loans to the Central Illinois District and its congregations.

## **PURPOSE:**

In addition to providing low-cost loans, this program allows CEF to provide funds for deserving endeavors. CEF would like to make funds available to congregations, organizations, boards, committees or even individuals for programs which would benefit the Church in its mission, ministry and outreach. New and innovative opportunities which respond to issues and concerns confronting the District and its congregations will receive special consideration.

## **GOALS:**

The CEF Ministry Outreach Grant Program offers opportunities to:

- assist the District-its congregations, organizations, and individuals-in implementing the Great Commission: “Go ye, therefore, and make disciples of all nations.”
- provide start-up funds for projects to be funded later by other means.
- encourage innovative ideas that could help other congregations or organizations.
- assist congregations in renewing, evaluating, refining existing ministries.

## **CRITERIA:**

The following criteria form the basis upon which proposals to the CEF Ministry Outreach Grants Program will be considered and evaluated:

- presents a ministry consistent with the mission and purpose of the District.
- holds potential for influencing large numbers of people.

- is timely—possesses a degree of urgency and appropriateness.
- is recognized by knowledgeable persons in the field or District to be a valid issue concern, or need.
- is carried out by a credible and experienced organization and staff.
- holds high probability for continued support when CEF Ministry Outreach Grant funding has ended.
- has provisions for evaluation and accountability.

**PRIORITIES:**

In addition to meeting the criteria outlined in the foregoing section, the Grants the CEF Board of Trustees make must be relevant to some of the vital issues facing the District and its congregations today. Some of these issues include, but are not limited to:

- addressing the needs of rural congregations and schools.
- involving the Youth of our congregations in the mission and ministry of the Church.
- reaching the unchurched.
- finding new ways to support church workers and their families.
- confronting the effects of societal change and technological advancements on congregations and schools.
- meeting the needs of multi-cultural communities.
- addressing the growing needs of the elderly within our communities.

**GRANT CATEGORIES:**

Seed Grants for projects that initiate new models of ministry.

Support Grants to assist or augment projects or programs that minister to a wider or more diverse group and benefit members of area churches and the community as a whole.

Professional Development Grants to financially support conferences, seminars, workshops, etc. for the development, training, and encouragement of workers in the Kingdom.

Central Illinois District Special Ministry Grants to support projects proposed and supported by the Central Illinois District Staff and Board.

**GUIDELINES:**

Time Limits:

The time limit for completing any Grant project shall be two years from the date of the Grant application approval unless a special exception is granted by the CEF Board of Trustees.

**FINANCIAL LIMITS:**

The budget of the Ministry Outreach Grants Program will be determined annually by the CEF Board of Trustees. This amount may be awarded as one Grant or divided among several Grants. The CEF Board of Trustees will determine the final amount of any approved Grant requests.

**EXCLUSIONS:**

Applications generally NOT allowable for CEF Ministry Outreach Grant funding would include but not be limited to the following:

- capital expenses—buildings, equipment, maintenance, or improvements.
- items already budgeted or programs which would require continued CEF funding.
- expenses for salaries, benefits, or programs that are a part of a parish or board’s present or proposed budget.
- fund raising campaigns or contributions to endowments.

**OTHER REQUIREMENTS:**

CEF Ministry Outreach Grant money will be used only for the approved project. Any surplus grant funds must be returned to the CEF.

CEF Ministry Outreach Grants are to be publicly acknowledged by recipients.

A project report is required at the end of the first year of any two-year project and a final Ministry Outreach Grants Evaluation Form must be completed at the end of the project. This form is attached to this application.

Any recipient shall provide any documentation requested by the CEF Board of Trustees to verify compliance with the grant.

**SUBMITTING THE CEF MINISTRY OUTREACH GRANT APPLICATION FORM:**

All Ministry Outreach Grant requests must be submitted either on the CEF Ministry Outreach Grants Proposal Form or may be reproduced in the same format. If necessary, additional pages of supporting documentation may be attached.

The CEF Board of Trustees will consider grant applications twice each calendar year. To assure prompt consideration of your application, forward the original signed application to the address below to arrive before one of the following dates: April 1<sup>st</sup> or October 1<sup>st</sup>.

**Mail applications to:** CEF Ministry Outreach Grants Program  
CID-LCMS  
1850 N. Grand Ave. West  
Springfield, Illinois 62702-1626

**Fax applications to:** 217/793-9454

# Central Illinois District Church Extension Fund, Inc.

## GRANT APPLICATION FORM

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Name of Sponsoring Organization:

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Mailing Address:

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Name and title of person authorized to submit application:

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Telephone Number of authorized person:

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If contact person responsible for the project is different from authorized person submitting the application, please enter appropriate information:

Name and mailing address

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Telephone:

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Name of Project:

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Amount of Grant requested from CEF: \$ \_\_\_\_\_

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*Applications should be received by our office by April 1 , October 1.*

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## PROJECT DESCRIPTION

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1. Brief description of overall project:

2. Needs to be met by this project:

3. How has this been determined?
  
4. Objectives for this project (please state in specific, achievable, measurable objectives)
  
5. Sequence of activities to meet project objectives.
  
6. How will the success of this project be evaluated and measured?
  
7. Anticipated time-table for the project:
  
8. Anticipated number of persons participating in project:
  
9. Identify primary group benefiting from this project.
  
10. Manner in which applicant will acknowledge and publicize CEF support.

## BUDGET INFORMATION

	Applicant In-kind	Support Dollars	Other Support (Identify)	\$ Requested From CEF	Item Totals
Column Totals					

1. Brief narrative statement describing each budget line for which CEF funds are requested:
  
2. Proposed disbursements schedule:
  
3. Other sources from which financial assistance for this project has been or is being sought:
  
4. If project is to be ongoing, what are the applicant's plans for continuing support?

**Applicant Authorized Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Mail applications to:** CEF Ministry Outreach Grants Program  
 CID-LCMS  
 1850 N. Grand Ave. West  
 Springfield, IL 62702-1626

**Fax application to:** 217/793-9454

## **CID MINISTRY OUTREACH GRANT PROGRAM PROJECT COMPLETION FORM**

**This form is to be returned to the CEF Office within one year of receiving your grant. Grant money may only be used for the approved project. Any surplus grant funds must be returned to the CEF. Should your project not be completed within one year, a second year may be allowed for completion and a second form filled out and returned to the CEF Office. Complete the following items, providing any additional information you feel maybe of interest to the CEF Board of Trustees. Please return this completed form to:**

**Manager  
Church Extension Fund, CID –LCMS  
1850 N. Grand Ave. West  
Springfield, IL 62702-1626**

**1. Name of Sponsoring Organization:**

**2. Contact Person:**

**3. Address:**

**Phone:**

**email:**

**4. Amount of Grant:**

**5. Amount of grant spent (Attach receipts):**

**6. Additional amount spent by congregation or school on this project:**

**7. Date project was completed:**

**8. How was CEF acknowledged or publicized?**

**9. Please summarize the results or outcome of the project. How were the objectives met? (Use additional pages if necessary).**

**10. Name and signature of person submitting report**

**11. Date.**