



BOLD MOVES

GRANT PROGRAM OF THE GREATER PACIFIC NORTHWEST MISSION CENTER

GENERAL INFORMATION

The Bold Moves Grant Program is a means for Community of Christ members and congregations of the Greater Pacific Northwest Mission Center to seek financial assistance in the development of new and more effective ways to express the church's mission to proclaim Jesus Christ and promote communities of joy, hope, love and peace. Grants are available to provide "seed money" as supplemental financial support in establishing church plants, church re-plants, or new ministries that will conceptually reach new populations and age groups, reach people where they are and meet their needs, and create new expressions of the hospitality of Jesus Christ in Mission Center areas. The Bold Moves Grant is not intended to be the sole funding source for any project or program.

By Resolution of the 2007 Mission Center conference, a total annual sum of twenty five thousand dollars (\$25,000) is made available to distribute in the form of grant awards. Applications for grants are submitted to and reviewed by the Bold Moves Grants Committee, who determine both those awarded grants and the amounts awarded. Additionally, the Committee establishes the application guidelines and procedures and assists in evaluating the success of each grant once it has been implemented. The committee is composed of the Mission Center President, the Mission Center Financial Officer, the Mission Center Mission Coordinator, and members from within the Mission Center as appointed by the Mission Center President: to include one member of the Mission Center Council, one member of the Mission Center Finance Committee, one member of the Quorum of Seventy, and, at least, one member at large.

Grant applications are accepted, reviewed and awarded in two granting cycles each year. The cycles are referred to as a June Grant Cycle (applications due by April 15 and funded by June 30) and a December Grant Cycle (applications due by October 15 and funded by December 30). Applicants will be notified of the determination of their application within sixty (60) days of the application submittal deadline for the granting cycle.

Applications can be obtained and submitted electronically, through the Mission Center web site (www.cofchrist-gpnw.org), or by mail to:

Bold Moves
GPNW Mission Center
17349 S.E. 134th Street
Renton, WA 98059.

Questions regarding the application process should be addressed to the Committee Chairperson. Committee Chairperson for 2009 is Interim Pastoral Support Minister Steve Pomeroy.

BASIC APPLICATION GUIDELINES AND PROCEDURES

Applications for Bold Moves Grants may be submitted electronically or by mail.

All questions on the application forms should be answered in as complete and detailed a manner as possible. If filling out the application non-electronically, where additional space is needed to complete an answer, please use a separate sheet and clearly identify on that sheet the question to which you are responding.

There are two granting cycles each calendar year: a June cycle and a December cycle. The calendars for those cycles are as follows:

	June Grant Cycle	December Grant Cycle
Application submission deadline:	April 15	October 15
Committee Review of Applications/Award of Grants	May	November
Notification of selection/rejection	June	December
Funding by:	June 30	December 30

Submit the completed application form prior to the submission deadline for the granting cycle in which you are seeking funding.

Applications must bear the signature of the program director. Applications also must include the signature of the pastor of the sponsoring congregation. Where the source of the application is other than an existing congregation, a concurring statement by the pastor of the congregation in the area being impacted by the proposal must be included. All signatures must be dated. When filing electronically, the signature statements can be transmitted by facsimile or mailed under separate cover. Applications will not be considered as completed without the required signatures.

Applications will be reviewed by the Grants Committee as a body, **not** on a first come, first serve basis. Applicants for each cycle will be notified of the results of the review process within sixty (60) days of that cycle's application submission deadline.

Programs will be funded subject to the availability of funds and how well the proposal meets the criteria of creating new ministries and expressing the missional goals of the church. The committee will determine the initial release of funds (normally 10%-25% of the total grant award) depending upon the perceived requirements of the proposal. Additional portions of the grant award will normally require the presentation of receipts prior to funds release.

An interim evaluation is required to be made six months after the funding of a grant. It should include an accounting of how funds have been spent and a brief description of the

success/progress of the program. A more comprehensive evaluation is required at the conclusion of one year following the grant funding. This evaluation is required even if no application for renewal is being submitted.

PROPOSAL DEFINITIONS

Church Plant: Establishing or beginning a genuinely new congregation to provide a full range of congregational ministries to primarily new members and/or seekers in an area within the GPNW Mission Center that does not already have an active Community of Christ congregation within it.

Church Re-plant: Profoundly redirecting or re-establishing an existing congregation within the GPNW Mission Center, of such great significance that it signals a fundamental shift in practice, location or membership, indicating virtually a new congregation rising from the resources and/or membership of an earlier one.

New Ministry: Members from an existing GPNW Mission Center congregation create a new pathway for people to come into relationship with Jesus Christ and Community of Christ. This mission venture is genuinely new for the congregation and is, in practice, outreach to a new/different population, or services offered to its community. As a mission project it ministers to both members and non-members and fulfills our denomination's mission statement of proclaiming Jesus Christ and promoting communities of joy, hope, love and peace.

ADDITIONAL INFORMATION AND GUIDELINES

Who is the target audience of this endeavor? The process of church planting/re-planting and development of new ministries should **not** be serving short-term or provincial interests. The target audience of the program should be clearly identified and consistently (at least at first) oriented toward; it should be a population that is not presently being ministered to (or could be) by existing congregations or groups.

Why are you looking for funding? How is the envisioned ministry in need by the target population? Why/How is the envisioned ministry in need of funding? Have other avenues of meeting the needs of the plant/re-plant or new ministry been adequately explored? Why should financially supporting *this* project be a priority over funding *other* (unspecified) projects also possibly competing for limited funds?

What level of funding are you requesting? Generally, financing is available between \$500 and \$10,000, and may be considered for renewal through a future application process. There is a limit to the total funding the Mission Center may provide in a given year for all planting/re-planting or new ministry projects, and funding several less-expensive projects may be more advantageous to the Mission Center than funding one more-expensive endeavor.

What are the benchmarks of success? Identify the metrics by which the plant/re-plant or new ministry will be evaluated, including such items as: “milestones” and “timetables;” numbers, and perhaps, demographics, of people being served; number of activities that occurred; work with or partnering with other groups within the community. What will signal success or need for reappraisal? What is the time period for reaching or evaluating these milestone achievements? How will they be documented and reported?

When you prepare your budget, consider the following:

1. Facility (rent, buy, free) [Funding for building purchase or major renovation/repair is excluded from Bold Moves Grant funding.]
2. Utilities and Insurance
3. Program Resources
4. Church planter/team business expense
5. Training
6. Travel
7. Equipment
8. Furnishing
9. Professional, vendor or contract services
10. Salaries/Benefits are specifically excluded from Bold Moves Grant funding. Please indicate if another source of funding will cover salaries and benefits or whether your effort will be staffed by volunteers. If you anticipate using Mission Center staff to supplement your ministry, please indicate who that will be and their expected time commitment of hours per month.

The projected cost of the ministry after the end of the grant award period is an important consideration. It is sometimes easier to get the ministry off the ground in terms of funding, but then it becomes more difficult to sustain. Longer-term issues might include some of the following:

- Is the ministry tied to a facility?
- How long can the new ministry remain in the current facility? Are there other options available in the same neighborhood? What would be the additional costs incurred with moving?
- Are there reasonable prospects for long-term sustainable financial support?
- How many persons can be provided ministry with necessary resources at the initial level of income?
- What financial support might be required to assist a growing number of persons in need?

What other possible funding sources might be possible? A funding partnership or partnerships will be ideal. Given the real or potential uncertainty of the economy as well as other factors, it is best to base the program’s financial plan on multiple sources of income. Among the possibilities could be:

- *Commitment on the part of a supporting congregation.*
- *Commitment on the part of the program leadership team.*

- *Commitment by the sponsoring jurisdiction.*
- *Commitment by community businesses and partnering non-profit organizations.*
- *Commitment by World Church (e.g. Tangible Love Grant).*
- *Commitment to special fundraisers.*

Who will have the responsibility for gathering the necessary funds? Possibilities include:

- Financial Officer
- Appointed Committee
- Jurisdictional Financial Officer
- Member
- Pastor

Each of these persons or groups carries some of the responsibility. While in plants or re-plants, the church planter/pastor has overall responsibility for the day-to-day function of the plant, it is recommended that that person not carry the responsibility for gathering funds. The application should identify what entity is accountable for handling the grant funds.

How will decisions be made relative to expenses and income? The leadership team of each new plant, replant, or new ministry works together to develop a budget, which projects income sources and expenses. Those involved and supporting this new venture should be consulted in this process and supportive of the *printed* plan. Further, if the new ministry does not have a person(s) with the skills necessary to guide this process, other persons need to be identified to assist in these efforts.

How will the grant funds be administered? Funds granted by the Bold Moves Grants Committee are awarded in harmony with the criteria approved in the 2007 Bold Moves Resolution. The program director, Community of Christ, jurisdictional leadership, and the appropriate financial officer to whom funds are allocated have authority to make all decisions in accordance with the approved program proposal.

The Bold Moves Grants Committee, after appropriate consultation with the Mission Center officers, reserves the right to terminate financial support of any program at any time when it is deemed such action is in the best interest of the church. Should a program be terminated or closed before completion, any balance of previously distributed grant funds shall be returned to the Mission Center.

What system of accountability needs to be in place to insure the stewardship of resources? Even when income and expenses appear to be relatively small, an accurate accounting by skilled persons needs to take place. This accounting should be supported by records and reported in writing in a regular and ongoing manner.

Maintenance of all financial records related to the grant is required for three years following completion of the program, inclusive of records from any sub-contractor or consultant involved.

What about the use of Sub-Contractors? Applicants who plan to engage sub-contractors are expected to obtain competitive bids and provide assurances that the prices are fair and reasonable. Additionally, all sub-contractors should be properly licensed, bonded and insured for the type of work being done.

Risk Management Considerations:

Insurance: Groups that desire to originate new programs in collaboration with the community must give thought to their insurance needs.

When a program is part of the jurisdictional ministry, the activities are covered under the liability insurance of the World Church.

Registered Youth Workers: Programs oriented towards children or programs oriented to adults where child care is provided, must comply with the Community of Christ Registered Youth Worker program.

Counselors: If counselors are being used for programs or educational classes, they must be licensed and carry their own insurance in the event of malpractice.

Legal Considerations: When the jurisdiction is engaged in community service as an outreach of the church, it is appropriate to use the church's nonprofit designation. In a collaborative program, the jurisdiction may use its nonprofit status if serving as the "lead agency" and holding control of the funds as designated fiscal agent. Jurisdictions should not allow outside or non-related community or faith groups to operate as a separate entity using the church's nonprofit designation.

Participation in services or activities that could be characterized as political activity, including lobbying, is generally not acceptable and might jeopardize the church's nonprofit designation.

It should also be noted that entities engaging in activities, which deliberately earn program income similar to for-profit organizations, might jeopardize nonprofit status. This does not include fundraising events where the intent is to increase support for ongoing program needs.

Generally, nonprofit organizations should not derive more than half of their revenue from unrelated business activities. Key factors to consider include: (i) the purpose of the activity, (ii) the magnitude of the activity in relation to tax exempt activities of the organization, and (iii) the nature of the activity, e.g., whether it involves actively conducting a commercial business enterprise involving the production of goods or performance of services or merely a passive investment or rental activity.

Conceptual Thoughts on Church Plants

1. I have caught/developed a clear vision for this new church or new ministry.
2. The initial target audience has been specifically defined.
3. I have surveyed my target audience and understood their felt needs.

4. My vision is spelled out in explicit goals and action plans.
5. I have formulated a focused philosophy of ministry which describes the new church's (a) Purpose, (b) Priorities, (c) Forms of worship, and (d) Mission.
6. I have mobilized my core planting team and they are on board with the new planting or new ministry.

Most planting failures are due to a lack of building sufficient foundations to support growth.

Considerable thought must be given to the mission of the church.

- a. Both planting and re-planting must serve some combination of both members and non-members of the church.
- b. Plants and Re-plants must answer both elements of the church's mission statement:
 - i. They must proclaim Jesus Christ;
 - ii. They must promote communities of joy, hope, love and peace.
- c. Proposed Plants and Re-plants and New Ministries must answer how they are meeting the needs of healthy congregations. Proposed Plants and Re-plants must answer how they meet or augment the required elements of healthy congregations:
 - i. Witnessing, Inviting and Hospitality
 - ii. Gathering (Fellowship, Worship, Discipleship Formation)
 - iii. Sending and serving.

Replication of Success: It is desired that approved programs to be successful and for that success to spread. Others will be helped if they can learn from a program's experiences, positive and negative. Thus, it is considered a condition of all applications, that applicants will model a willingness to share advice and information with other applicants when requested.

Renewal of Grants: Grants may be renewed in succeeding years, up to three years, through re-application to the Bold Moves Grants Committee, updating any changed information in the process.

The application for renewal also should include the submission of an annual program evaluation. The evaluation should cover a description of progress towards originally stated goals; discovered strengths/weaknesses of the program; major problems encountered and steps taken to correct or overcome them; a projection of continued success; a current financial accounting; and notes success of fundraising efforts or sources of new funding. This evaluation must be signed by the Program Director and reviewed by the Mission Center President, Mission Center Financial Officer, or their designated representative.