



Nine Rivers District Western Counties Ministry Fund

Grant Application Instructions

Guidelines

- Grant recipient organizations must be United Methodist Churches in one of the following West Virginia Counties: Cabell, Lincoln, Mason, Mingo, or Wayne.
- The Western Counties Ministry Fund intends to distribute \$8,000.00 in grants annually in the following amounts:
 - Two \$2,000.00 grants
 - Two \$1,000.00 grants
 - Four \$500.00 grants

The Ministry Fund Review Team will have limited flexibility to modify number grants and amounts awarded.

Application Process and Timeline

1. Complete and sign the Application Form and submit the form to our office by the Grant Submission Deadline. An application is considered incomplete without all applicable signatures.
2. Submit the complete application packet using one of the following methods:
 - Forms can be emailed to jmgoldizen@wvumc.org
 - Forms can be mailed to: Nine Rivers District Office
P.O. Box 866, Charleston, WV 25323
3. Applications are due on September 15, 2024
4. Recipients of grants will be notified on or by November 17th, 2024

Contact information

If you have any questions during the Grant process, please do not hesitate to contact us.

Email: jhill@wvumc.org

Phone: (304) 342-8843

Grant Application

Grant Application Information

Project Title _____

Amount requested _____

Date Submitted _____

Applicant Information

Local Church Name _____

Organization Address _____

Has your organization received a grant from this fund previously? _____

If yes, when? _____ For what amount? _____

Contact Information

Name of Person submitting application _____

Contact Address:

Contact phone number _____ Home Work Mobile

Contact email address

Project Description

Please describe your planned project.

1. Describe the strategies and efforts to financially support this project beyond funding by the Western Counties Ministry Fund.
2. Is your organization partnering with any other organizations in the implementation of this project?
3. Describe the total budget for the project, all program expenses, and sources of financial support. Include potential funding from this grant request.
4. What expenses in the budget will specifically be funded by a grant award from The Foundation?
5. Please indicate whether your organization or any other entity is providing additional or matching funds.

General Grant Terms and Conditions

Grant awards are contingent upon these General Grant Terms and Conditions (Grant Terms) detailed below. Signatures on the application indicate your acceptance of the Grant Terms.

Expenditure of Funds:

Grants awarded by the Western County Ministries Fund are made for the purpose outlined in the grant award letter and shall not be expended for any other purpose.

If the grant is intended to support a specific project or to provide general support for a specific period, any portion of the grant unexpended at the completion of the project or the end of the period shall be returned immediately to Western Counties Ministry Fund.

Records and Reports:

Grantees are required to keep a record of all receipts and expenditures relating to WESTERN COUNTIES MINISTRY FUND grants received and to provide Western Counties Ministry Fund with a written report summarizing the project within one year from the date of the grant award.

Required Notification:

Grantees are required to provide WESTERN COUNTIES MINISTRY FUND with immediate written notification of: (1) Grantee's inability to expend the grant for the purposes described in the grant award letter; or (2) for pre-approval for any expenditure from a WESTERN COUNTIES MINISTRY FUND grant made for any purpose other than those for which the grant was intended.

Reasonable Access for Evaluation:

Grantees hereby permits WESTERN COUNTIES MINISTRY FUND and its representatives, at its request, to have reasonable access during regular business hours to Grantee’s files, records, accounts, personnel and clients, or other beneficiaries for the purpose of making such financial audits, verifications or program evaluations as WESTERN COUNTIES MINISTRY FUND deems necessary or appropriate concerning this grant award.

Hold Harmless:

The Grantee agrees to indemnify, defend and hold harmless WESTERN COUNTIES MINISTRY FUND and its agents and employees from any liability, loss, cost, injury damage or other expense that may be incurred by WESTERN COUNTIES MINISTRY FUND or claimed by any third person against it as a result of WESTERN COUNTIES MINISTRY FUND’s funding of the project and any action or non-action taken in connection with the project.

Signatures

The undersigned certify that they are authorized to accept this grant on behalf of the Grantee, to obligate the Grantee to observe all of the terms and conditions placed on this grant, and in connection with this grant to make, execute, and deliver on behalf of the Grantee all grant agreements, representations, receipts, reports, and other instruments of every kind.

ACCEPTED AND AGREED TO:

Applicant’s signature _____

Date _____

The following two signatures are required for churches and charges:

Appointed or Assigned Pastor or Minister’s signature: _____

Chairperson of Governing Body of Church’s signature: _____

(Note: Governing body is Administrative Board, Church Council, etc. If this application is for funding for a charge, the Governing Body Chairperson for each church in the charge should sign.)