

Holy Covenant United Church of Christ

2017 REQUEST FOR NEW MINISTRY PROPOSALS

Overview

Holy Covenant United Church of Christ (HCUCC) invites proposals for grants to establish a new ministry or expand an existing ministry in the greater South Charlotte area. Grants are intended to provide funding for innovative ideas or initiatives that embody the values of the United Church of Christ (UCC), which include social justice, equality, creation care, peacemaking, non-discrimination, inclusion and interfaith understanding. While proposed initiatives are not required to be affiliated with the UCC (unless established primarily as a church start), they must reflect the UCC mission to do justice, seek peace, and help bring positive change to the world. Grantees will be expected to acknowledge the source of their funding: The Pilgrim Legacy Fund of Holy Covenant United Church of Christ. For more information on the United Church of Christ and its values, visit ucc.org.

GRANT AMOUNT

Proposals should be budgeted based on project need, for any amount up to \$100,000 per year. Grantees may apply for funding renewal for two additional years, though continued funding is not guaranteed and is contingent upon demonstrated progress.

ELIGIBILITY

Any individual or organization may apply for funding, but grants will only be disbursed to a nonprofit corporation, as verified by a 501c3 status letter.¹ The proposed initiative must be located in the South Charlotte area, with a preference for York County, SC.

THREE-STEP APPLICATION PROCESS

STEP 1 INITIAL INQUIRY

Organizations/individuals may submit a single Initial Inquiry using the online form accessible through the HCUCC website at holycovenantucc.org. The eight-question form requests information about the proposed initiative and the individual making the proposal —

- Faith tradition and formation
- A brief description of the concept and the difference the proposer hopes to make
- The target audience for outreach and/or service
- Timeline, proposed budget and grant amount requested
- Plans for becoming economically self-sustaining
- A description of what success will look like

Deadline: July 15, 2017

Initial Inquiries will be reviewed on a rolling basis and responses provided within approximately 30 days. Some proposals may receive requests for additional information and/or opportunities for refinement. A select number of proposals will be invited to advance to Step 2: Full Proposal.

¹ Note that applications for 501c3 status require prior registration of a corporate entity, and may take six to 12 months before tax exemption is approved and may be verified. Visit irs.gov for details.

STEP 2 FULL PROPOSAL

Applicants invited to prepare a comprehensive and in-depth proposal will receive a link to a secure, online application system, which will be the only means by which proposals may be submitted. As part of the full proposal, applicants will be asked to provide more detailed information, including —

- **Ministry/Program Vision**
What will this ministry look like? How is it innovative?
- **Ministry/Program Significance**
What unmet need (spiritual, physical, mental, emotional) will this program address? Whom will you seek to serve? Provide substantiating data/info.
- **Demographic Analysis**
Describe how your ministry/program suits the present data and trends.
- **Contributing Factors for Success**
What elements are essential for this ministry to succeed?
- **Ministry Plan**
Provide a detailed plan of how you will implement your ministry, with timelines where appropriate. Address how your ministry supports the UCC's core values.
- **Budget**
Provide a detailed three-year budget for the ministry, including explanations for all anticipated revenues (including in-kind contributions) and expenses.
- **Funding Plan**
Outline your plan to become self-sustaining (ideally within three years).
- **Leadership**
Outline your leadership strengths and challenges; describe how you will leverage the strengths and compensate for any weaknesses. Provide resumes for all leaders participating in or planned for the ministry.
- **Other Staffing or Volunteers**
Describe your needs and plans to appropriately staff the ministry.
- **Benchmarks**
Detail the key performance indicators (KPI) you will use to measure the progress and success of this ministry. Provide a timeline for achieving your KPI.
- **Other Resources** (*i.e., funding, leadership, other support*)
Describe all other resources secured for this program/ministry.
- **Letters of Support**
Provide at least three and up to five letters from appropriate references, explaining the need for the ministry, supporting the overall ministry plan, and/or attesting to the strengths of the ministry leadership.

Deadline: September 15, 2017

Incomplete or late proposals will not be considered. Finalists will be notified no later than October 16, 2017.

Step 3 FINAL INTERVIEW WEEKEND: NOVEMBER 3-5, 2017

Finalists will be required to travel to Charlotte for an interview weekend, including a presentation to and discussion with the selection committee. Reasonable travel expenses will be covered by The Pilgrim Legacy Fund.

Grantee Announcement: December 3, 2017

