



## Lutheran Women's Missionary League **MINNESOTA NORTH DISTRICT**

### Mission Grant Proposal Requirements

The Lutheran Women's Missionary League offers its members the opportunity to actively participate in mission work through mission grants. By recognizing mission needs, providing financial support not available through other means and adding the vital power of prayer, each member can join in the great commission to *Go and make disciples of all nations* (Matthew 28:19).

Grants should:

- be mission in emphasis, extending the ministry of the Word
- adhere to the mission plans of The Lutheran Church—Missouri Synod (LCMS)
- be well documented
- be current and ready for implementation

Mission Grant Proposals may **ONLY** be submitted by:

- individual LWML MN North District members
- local LWML MN North District groups
- LWML MN North District zones
- LWML MN North District regions
- the LCMS MN North District Board of Directors

How can I become more aware of Mission Grant opportunities?

- Study a mission area of the world as part of your personal devotion and prayer time.
- Look for unique ministry projects in your community, particularly an activity, service, or need in your community that may be different from those in any other geographical area. Look for ministries to ethnic or immigrant groups, the homeless or neglected, the physically or mentally disabled, women or children, or the aged. As you are looking, be aware of the criteria LWML uses as they evaluate proposals.
- Become involved in your community's special programs.
- Attend zone events and rallies, district conventions, and mission fairs. Invite mission speakers to meetings and be alert to their specific needs.
- Review the Mission Grants Bank, a listing of approved mission grant proposals that were not selected at the LWML convention. The Mission Grants Bank is available on the LWML website, [lwml.org](http://lwml.org) under Mission Grants.

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#### HOW TO SUBMIT A MISSION GRANT PROPOSAL

**STEP 1:** Obtain a copy of the official Mission Grants application form the District website at **[www.lwmlmnn.org](http://www.lwmlmnn.org)**. Located on the Resources and Mission Grants Committee web page.

**STEP 2:** Complete the form providing detailed information about the grant and persons or organizations responsible for its implementation.

**STEP 3:** Note: *In certain circumstances it may be necessary to obtain approval from the group submitting the proposal before the grant process may proceed.* If you have any questions please

contact Mary Scott by phone (320) 351-6804 or by email at [missiongrants@lwmlmnn.org](mailto:missiongrants@lwmlmnn.org).

#### **STEP 4: Sending Mission Grant Proposal Information**

- Email** the application form and all information to Mary at: **[missiongrants@lwmlmnn.org](mailto:missiongrants@lwmlmnn.org)**.
- Include** 5-10 digital pictures (JPEG or TIFF format), images, videos, graphics or logos of your proposal.
- Remember:** The email must be sent by January 1 in the year of an LWML MN North District biennial convention.

## HOW ARE MISSION GRANTS SELECTED?

*(Grant proposals go through a screening process as described below.)*

According to the LWML MN North District bylaws; *“After preliminary study by the Mission Grants Committee, these appeals shall be presented to the President and Staff Counselor for Missions of the Minnesota North District of the LCMS and one (1) Pastoral Counselor of the District for approval. After this group has reached a majority agreement that the appeals are truly mission in character and merit consideration of the District, they shall be presented to the District Board of Directors for approval before submitting them to the convention for action.”* [Article XVI, Section 2]

**When Grants are for Foreign Missions:** *“In the event that a gift for foreign missions is to be considered as a grant by the district, it shall first have been cleared through the LCMS Office of International Mission before it is presented to the Mission Grants Committee. If then the district adopts such a foreign mission grant, the funds shall be remitted in consultation with the LCMS Office of International Mission. The minimum sum of such a grant shall be five hundred (\$500) dollars.”* [Article XVI, Section 6]

➔ **IMPORTANT:** It is the responsibility of the grant writer to first have been cleared through the LCMS Office of International Mission. A Grant Proposal LCMS Review must be submitted with the proposal. Submit Grant Review Requests via email to the LCMS Office of International Mission at: **LCMS.LWMLconnect@LCMS.org**.

**At Convention:** Approved grant proposals are submitted to the LWML MN North District Convention for consideration and action. *“The convention may approve mission grants based on the amount of the goal for the next biennium.”* [Article XVI, Section 3]

## HOW ARE MISSION GRANTS PAID?

The Mission Grants selected are paid over the course of the biennium, as funds become available. *“Funds voted for a mission grant must be disbursed or put into use within a period of four (4) years from the time of the vote or be returned to the District treasury for reallocation. The convention body may extend the time for one (1) biennium in case of extenuating circumstances.”* [Article XVI, Section 5]

Rules of grant disbursement. [ARTICLE XVIII Finances; Section 4]

*The following stipulations shall be observed in the administration of the District’s funds:*

- a. No grants shall be made that necessitates a permanent subsidy from the funds.*
- b. No grants shall be made to cover deficits or shortages in LCMS treasuries.*
- c. No grants shall be made with borrowed funds.*
- d. After grants have been made, the responsibility of the District ceases.*
- e. Reports on the progress of the work made possible by grants shall be published in the official District newsletter.*

**AS A REMINDER:** In order for the grant to be considered for the upcoming biennium, the Mission Grant Proposal must be emailed no later than January 1 in the year of an LWML MN North District biennial convention.

**Concerning Disbursal:** If there is a specific time period that works for your grant, please note it. *(i.e., scholarships dollars are needed in July and January.)*

For additional information, please contact Mary Scott, LWML MN North District Mission Grants Chairman at [missiongrants@lwmlmnn.org](mailto:missiongrants@lwmlmnn.org) or by phone (320) 351-6804.



**Mission Grant Proposal Application Form**

**MISSION GRANT PROPOSAL:** \_\_\_\_\_

Amount Requested: \_\_\_\_\_

Submitted by: **Please note:** Grants may only be submitted by the following LWML Minnesota North personnel. (*Check one.*)

\_\_\_\_\_ Member

\_\_\_\_\_ Group

\_\_\_\_\_ Zone

\_\_\_\_\_ Region

\_\_\_\_\_ The LCMS Minnesota North District Board of Directors

**CONTACT PERSON:** \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Phone: \_\_\_\_\_ (*evening or cell*) \_\_\_\_\_

Email: \_\_\_\_\_

Congregation: \_\_\_\_\_

**PROJECT ADMINISTRATOR:** \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Phone: \_\_\_\_\_ (*evening or cell*) \_\_\_\_\_

Email: \_\_\_\_\_

Congregation: \_\_\_\_\_

**MAKE CHECKS OUT TO:** \_\_\_\_\_

**Send Funds To:** \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Phone: \_\_\_\_\_ (*evening or cell*) \_\_\_\_\_

Email: \_\_\_\_\_

Congregation: \_\_\_\_\_



Lutheran Women's Missionary League  
**MINNESOTA NORTH DISTRICT**  
Mission Grant Proposal Form

- 1) Describe the proposed grant in detail. Begin by giving a brief history of the recipient.

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- 2) Explain how the proposed grant extends the mission and ministry of the Word.

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- 3) Tell who will benefit directly from this grant and in what ways they will benefit.

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- 4) Itemize proposed purchases and costs for this grant.

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- 5) List any other funding sources for this grant, along with the amount.

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- 6) Demonstrate that the grant is current and ready for implementation.

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- 7) Please summarize this grant in 4-6 sentences.

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- 8) Please note if there is a specific time period that works for your grant.  
(i.e., *scholarships dollars are needed in July and January.*)

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**For prayerful consideration of your proposed grant, please:**

- a) **Email** the application form and all information to:  
**Mary Scott, Mission Grants Chairman**  
**LWML MN North District**  
**missiongrants@lwmlmnn.org**
- b) **Include** 5-10 digital pictures (JPEG or TIFF format), images, videos, graphics or logos of your proposal.
- c) **Remember:** The **email must be sent by January 1** in the year of an LWML MN North District biennial convention.