

**BALTIMORE-WASHINGTON CONFERENCE
OF
THE UNITED METHODIST CHURCH**

*We seek to be like Christ as we call, equip, send and support spiritual leaders to make disciples
and grow 600 Acts 2 congregations by 2012*

UNIFIED FUNDING APPLICATION

Church/Organization Name:

Charge:

Mailing Address:

Church ID number: District:

Name of Contact Person (most knowledgeable about this application):

Email Address:

Telephone numbers:

Date of Application:

**A. INFORMATION ABOUT THE PROJECT FOR WHICH FUNDING IS SOUGHT –
REQUIRED FOR ALL APPLICATIONS**

1. SUMMARY INFORMATION

Purpose of the Funding Requested: *(insert an X after the purpose for which you are applying)*

Program/Other Salary Support Grant: Equitable Compensation Support:

Building Grant: Building Loan:

Other: *(please specify)*

Project Title:

Amount Requested: \$

Total Project Budget: \$ (= the church budget for equitable compensation requests)

2. NARRATIVE DESCRIPTION

- a. What vision and/or mission statement will guide this project?
- b. Please describe the purpose and need of this request and how the funds will be used, particularly to reach BWC Vision/Mission/Goal, in no more than 200 words.
- c. What fruits do you anticipate as the result of this ministry, particularly based on Acts 2 fruits?
- d. What are the 3-5 objectives of the project (objectives should be based on the BWC format for objectives, what action will take place, by when and a *so that* statement. For more information on BWC objectives go to www.bwcumc.org)?
- e. What actions will be taken to achieve the objectives? What is the timeline for each action?
- f. What matching funds have been committed to this project, have been applied for or have already been used? What was the source of these funds and how much has been received?

- g. How has the congregation been made aware of the project and been involved in the planning? How are members currently involved? Please identify the name(s) and contact information for key leaders of the project.
- h. To what extent will any other congregations be involved with this project?
- i. How does this project relate to and support the Social Principles of the United Methodist Church?
- j. What is your evaluation plan?

3. STATUS OF CONGREGATIONAL FRUITS

Please complete the table:

Statistical Indicators of Congregational Vitality, Growth, and Engagement	Projected	Reported to the Conference		
	Current Year	Last Year	Two Years Ago	Three Years Ago
Number of Church Members				
Average Worship Attendance				
Church School Enrollment				
Average Sunday School Attendance				
Number of Baptisms				
Number of Professions and Reaffirmations of Faith				
Percentage of Worshipers Engaged in Ministry				
Percentage of Apportionment Paid				

4. STATUS OF CONGREGATIONAL FINANCES

Please complete the table:

Statistical Indicators of Congregational Finances	Projected	Reported to the Conference		
	Current year	Last year	Two Years Ago	Three Years Ago
Total Income				
Number, Contributing Units				
Expenses, Table II				
Apportionments				
Benevolences				
Total Expenses				
Surplus (Deficit)				
Conference support				

Summary of Assets:

- i) Value of real property (land and buildings) \$
- ii) Value of all restricted assets (building funds, designated trusts, endowments) \$
- iii) Value of all unrestricted assets (investments, trusts, etc.) \$

Summary of Liabilities

- Unpaid apportionments from previous calendar year \$
- Outstanding loans \$
- Other indebtedness \$ *purpose of debt:*
- Line(s) of Credit \$

5. LEVERAGING OTHER SOURCES: STATUS OF OTHER FUNDING

Please describe how other funders have supported this project and results:

- a. From what funders, agencies, or other sources of funding are you currently receiving funding for this project? How much is designated for the project?
- b. To what funders, agencies, or other sources have you applied for funding for this project?
- c. Are you currently using or investigating the use of funding from any of the following groups?
Conference Advance Specials: Regional District Funding:
Equitable Compensation: BWC Loans and Grants: General Boards or
Agencies: Planned Giving: Foundations: Others:

6. ATTACHMENTS

Please include a copy of the following documents with your application:

- Current budget
- Table 1 from each of the last three years' Statistical Reports
- Previous year's audit (or unaudited financial statement)
- End of year Treasurer's report for three previous years and latest year to date report
- Supporting documents that provide information relevant to implementing the project such as copies of the resumes of responsible staff
- Responses from all other funding sources.

7. TRANSMITTAL AND AUTHORIZATION

On behalf of _____ (church/charge/organization), authorized by _____ (governing body such as Church Council, Ad Board, etc.), I submit this funding request.

Name:

Title:

To qualify for funding, the applicant must be a United Methodist local church, or a region, conference committee or other affiliated organization of the Baltimore-Washington Conference
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B. EQUITABLE COMPENSATION REQUESTS ONLY

1. INFORMATION ABOUT PASTOR WHOSE SALARY WOULD BE SUBSIDIZED:

- a. Name of Pastor
- b. Contact information: Home Phone Office Phone Cell Phone
E-mail address
- c. Conference relationship: (*check one*)
Elder Associate Local Pastor Probationer
- d. Current employment status of this appointment: (*check one*)
Full time Part time: If part time, what fraction ($\frac{3}{4}$, $\frac{1}{2}$, etc.)?
- e. Number of years of full-time appointment:
- f. Beginning date of service under appointment by Bishop:
Month Year
- g. Have there been any changes in status (*such as withdrawal, leave of absence, honorable location, discontinued*) since ____ ? (*check one*)
Yes No
If yes, provide reason for change(s) and beginning and end dates:
- h. Number of years of service with full pension credit

2. INFORMATION ABOUT THE CHURCH/CHARGE:

- a. Has the average attendance at the principal worship services grown or remained stable during the past three years? Please explain how and why.
- b. Have the churches on the charge paid all conference apportionments and other conference financial obligations for the preceding three years? .
- c. Does the pastoral support exceed 50% of the local church expenditures?
- d. What Christian education programs are offered for all ages? (If this is a renewal, identify progress since last year)
- e. What needs for ministry have been identified in your community and how does your charge plan to respond to those needs and how do they reflect the Church growing missionally as an Acts 2 faith community? (If this is a renewal, identify progress since last year)
- f. What is being done to bring new persons to church or to restore inactive members? (If this is a renewal, identify progress since last year)
- g. New Applications only:
 - 1) What additional financial assets/programs are being explored as potential resources to expand the financial base of your charge?
 - 2) What non-financial support would be helpful to your charge during this process?
- h. Renewal Applications only:
 - 1) How many members has the church received by profession of faith in the previous twelve months?
 - 2) Outline the steps you are taking/ have already taken in the Discipleship Adventure outlined by the Baltimore-Washington Conference.
 - 3) What are your congregation's expectations for members to be a part of the Discipleship Adventure?

3. ADDITIONAL ATTACHMENT

Please attach to the application a copy of the current Charge Conference Compensation Report.

C. BUILDING LOAN OR BUILDING GRANT REQUESTS ONLY:

This project involves (*please check all that apply*):

- Sanctuary Parsonage Other Building
New Construction Remodeling Repairs Refinancing
Equip. Purchase

Estimated acquisition/construction start date

Estimated project completion date

1. GEOGRAPHIC LOCATION OF PROPERTY:

Rural Village Town City

Exact Location: (*street name and number, road name & number, and intersection*)

For property presently not owned by a United Methodist congregation or affiliated organization:

Name and street address of the United Methodist Church closest to this location:

Distance to the closest United Methodist Church

Provide the name, address, and distance to the three closest churches of other denominations:

Name	Address	Distance

2. OWNERSHIP

Who presently holds title to the property?

Is the title to the property clear? Yes No

Deed recorded in County Liber/Book Folio Plat

Is the church incorporated? Yes No

Date of incorporation

Legal or corporate name

Do the property deeds have reversionary clauses? Yes No

3. FINANCING STATUS AND TERMS SOUGHT:

Estimated total building project cost: \$

Amount paid out to date: \$

Cash on hand and firm commitments to date: \$

Loan requested: \$

Estimated date of first loan draw down:

Estimated date of final loan draw down:

Repayment Plan:

Estimated annual debt service payment: \$

Source of revenue to ensure payment

4. PRESENT INDEBTEDNESS:

Please complete the following table:

	Loan 1	Loan 2	Loan 3
Name of Creditor			
Date of Loan			
Principal			
Remaining Principal			
Maturity Date			
Interest Rate			
Interest Overdue if any			
Security Held			

5. CORPORATE RELATIONSHIPS

Are there any corporate entities legally related to the church?

Do any of these corporate entities encumber the church?

If the response to either question is yes, please provide a concise but detailed description of the relationship and obligations of both the church and the Corporation.

6. ADDITIONAL ATTACHMENTS

Please attach supporting documents that provide information relevant to implementing the project, including a copy of a completed commercial bank loan application, all needed local and state building permits, and applications for permits that have not yet been granted.

7. BENCHMARKS (To be completed by the Regional Team)

What benchmarks will the regional team use to assess sustainable (if applicable) and vital ministry in this project?

SIGNATURE PAGE

8. SIGNATURE & DATE

(Please sign, date, and give e-mail address)

Pastor In Charge: _____

Regional Guide: _____

Regional Team Leader: _____

District Supt.: _____

Chairperson of the District Committee on Church Location and Buildings:
(if required) _____

Church Leaders

Church Council Chairperson: _____

Church Treasurer: _____

Treasurer's Mailing Address: _____

Project Coordinator: _____

Charge Conference Secretary:
(if required) _____

Trustees Chairperson:
(if required) _____

Cooperating Organization Leaders

Designated Lead person: _____

Printed Name

Signature & Date

e-mail address

9. DEADLINE FOR APPLICATION

- a). March 30, 200____ (funding to start after the following July 1st)
- b). September 30, 200____ (funding to start after the following Jan. 1st)
- c). Date Completed Application was submitted to Regional Team: _____

[All applications received after these dates will automatically defer to the next funding cycle, with no exceptions. Each application must be fully completed and ALL signatures filled out before it will be reviewed by the funding committee.]

COMMITMENT AND ACTION PAGE

10. ACTION BY FUNDING COMMITTEE

Date received _____ Date reviewed _____
Date approved _____ Date not approved _____
Date referred back to church for more information _____

Amount approved: \$ _____

Date for funding to Start: _____

Special Requirements:
(if applicable)

Committee Comments:

Chairperson: _____ Date: _____
(Signature)

(End of Application)

Revised 4/11/07