

**Northwest Texas Conference  
Policy for Funding Ministry Grants  
November 2023**

**Overview**

The leadership of the Northwest Texas Conference (NWTX or “the Conference) desires to fulfill the mission of The United Methodist Church of making disciples of Jesus Christ for the transformation of the world as we:

- “Proclaim the gospel, seek, welcome and gather persons into the body of Christ;
- Lead persons to commit their lives to God...;
- Nurture persons in Christian living...;
- Send persons into the world to live lovingly and justly as servants of Christ...;” (Par. 122, BOD)

We believe that this discipleship ministry most often occurs at the local church and other settings where loving, Holy relationships among God’s people and with the Triune God are fostered.

Therefore, the Northwest Texas Conference wishes to facilitate and support these ministries through the connectional, human, and financial resources of the Conference.

The leadership of the Conference is tasked with the fiduciary responsibility of being good stewards of the Conference’s resources. Accountability in ministry is a core value of our Wesleyan heritage.

To that end, we want to channel our resources into productive, fruitful ministry and celebrate with you the outcomes of your ministry and the many and diverse ways the Holy Spirit is working with you “...to save persons, heal relationships, transform social structures and spread scriptural holiness...” (Par 121, BOD)

**Process**

We encourage local churches and other ministries to communicate with the Conference about God’s calling in their mission field. Where God’s calling may require resources beyond the capacity of that ministry entity, the Northwest Texas Conference may be able to help.

In general, sharing of the Conference’s financial resources will be accomplished through a grant process.

***Applicable Grants:***

Grants covered by the policy include:

1. Marketing
2. One-time Micro grants
3. Grants for Hispanic/Latino ministries
4. Periodic Grants for Equitable Compensation
5. Periodic Grants for new worship communities

Grants covered by this policy do not include grants for health and healing, Cabinet appointive, and personnel matters.

*Grant Submission and Review*

Grants should be submitted to the Conference to the attention of Rev. David W. Andersen, Chair of the Grant Subcommittee of the Connect Team, [andersen@nwtxconf.org](mailto:andersen@nwtxconf.org) (or mailed to 1401 Avenue M, Lubbock, TX 79401).

Grants will be reviewed by the grants taskforce of the Connect Team. Depending on the type of grant, the grants taskforce will be composed of:

<b>Marketing Grants</b>	<b>Micro Grants</b>	<b>New Worship Communities</b>	<b>Equitable Compensation and Hispanic/Latino Ministries</b>
Jaime Montgomery	Josh Stueve	Natalie Hermes	Josh Stueve, Chr
Dave Andersen, CFO	Dave Andersen, CFO	Don Boren, Cabinet	Don Boren, Cabinet
Josh Stueve	Gwen Cate	Felicia Hopkins, DS	Dave Andersen, CFO
		Josh Stueve	Greg Dempsey
		Dave Andersen, CFO	Gwen Cate
		Todd Salzwedel	Larry Holder
			Danny Bishop
			Jorge Ochoa

The composition of the grants taskforce may be modified in accordance with Conference rules.

The grants taskforce will make a recommendation to the Connect Team for final approval. The grantee will be notified in writing of the approval, modification or denial of the grant request within a reasonable time frame.

**Grants**

*Marketing Grants:*

For 2023 and 2024, the Conference has budgeted funds for marketing for local churches and for The United Methodist Church in general. Application for these grants must follow the following process:

1. The grant must be made in writing.
2. The grant must be signed by the pastor and at least one other local church leader (e.g., chair of the administrative board or council, lay leader, etc.).
3. The request should briefly outline the marketing goal, audience, media, etc:
  - a. The timeframe of marketing effort
  - b. The desired outcomes

- c. The cost of the marketing program
- d. The amount of resources – human and financial – provided by the church and other ministry partners.
- e. The amount requested from the Conference.

*Micro Grants:*

Grants may include one-time, smaller “micro” grants. These grants will be for amounts of \$10,000 or less. Application for these grants must follow the following process:

4. The grant must be made in writing.
5. The grant must be signed by the pastor and at least one other local church leader (e.g., chair of the administrative board or council, lay leader, etc.).
6. The request should briefly outline the ministry or program and discuss:
  - a. The timeframe of the ministry/program
  - b. The desired outcomes
  - c. The total cost of the ministry/program
  - d. The amount of resources – human and financial – provided by the church and other ministry partners.
  - e. The amount requested from the Conference.

*Periodic Grants for Hispanic/Latino Ministries*

Periodic grants typically cover a span/period of time of 6 months or a year and are for amounts in excess of \$10,000. These requests should include the following:

1. The grant must be made in writing.
2. The grant must be signed by the pastor and at least one other local church leader (e.g., chair of the administrative board or council, lay leader, etc.).
3. It should be submitted to the District Superintendent for approval.
4. The church or ministry entity should include its most recent financial statements – statement of activities (income statement) and statement of financial position (balance sheet) – and an explanation why the funding is beyond the capacity of the church/ministry entity.
5. The request should describe the ministry or program and discuss:
  - a. The timeframe of the ministry/program
  - b. The desired outcomes
  - c. The total cost of the ministry/program
  - d. The amount of resources – human and financial – provided by the church and other ministry partners.
  - e. The amount requested from the Conference.

*Periodic Grants for Equitable Compensation and New Worship Communities*

Periodic grants typically cover a span/period of time of 6 months or a year and are for amounts in excess of \$10,000. These requests should include the following:

1. The grant must be made in writing.

2. The grant must be signed by the pastor and at least one other local church leader (e.g., chair of the administrative board or council, lay leader, etc.).
3. It should be submitted to the District Superintendent for approval.
4. The church or ministry entity should include its most recent financial statements – statement of activities (income statement) and statement of financial position (balance sheet) – and an explanation why the funding is beyond the capacity of the church/ministry entity.
5. The request should describe the ministry or program and discuss:
  - a. The timeframe of the ministry/program
  - b. The desired outcomes
  - c. The total cost of the ministry/program
  - d. The amount of resources – human and financial – provided by the church and other ministry partners.
  - e. The amount requested from the Conference.

#### Ministry Outcome Reports

For all grants, a Ministry Outcome Report is requested. Within 60 days after the conclusion of the marketing, ministry initiative or program for one-time grants, or within 60 days after the end grant period for periodic grants, the grantee will submit a report to the Conference (to the attention of Rev. David W. Andersen, CFO & CBO). This report should include, but is not limited to, the following:

1. A brief description of the ministry initiative.
2. How the funding was used.
3. As a model of ministry “...to save persons, heal relationships, transform social structures and spread scriptural holiness....” (Par 121, BOD) how did the grant help in one or more of these areas?
4. What did we learn?