

Mission Tithing Matching Grants from the Together Now Campaign

Guidelines

What does the Bible say about Mission?

Matthew 25: 31- 40

³¹“When the Son of Man comes in his glory, and all the angels with him, he will sit on his glorious throne. ³² All the nations will be gathered before him, and he will separate the people one from another as a shepherd separates the sheep from the goats. ³³ He will put the sheep on his right and the goats on his left.

³⁴“Then the King will say to those on his right, ‘Come, you who are blessed by my Father; take your inheritance, the kingdom prepared for you since the creation of the world. ³⁵ For I was hungry and you gave me something to eat, I was thirsty and you gave me something to drink, I was a stranger and you invited me in, ³⁶ I needed clothes and you clothed me, I was sick and you looked after me, I was in prison and you came to visit me.’

³⁷“Then the righteous will answer him, ‘Lord, when did we see you hungry and feed you, or thirsty and give you something to drink? ³⁸ When did we see you a stranger and invite you in, or needing clothes and clothe you? ³⁹ When did we see you sick or in prison and go to visit you?’

⁴⁰“The King will reply, ‘Truly I tell you, whatever you did for one of the least of these brothers and sisters of mine, you did for me.’”

What does our Baptismal Covenant say about Mission?

We are asked the following five questions when we are Baptized, and again each time we participate in a Baptism. To each we are called to reply “I will, with God’s help.”

Will you continue in the apostles’ teaching and fellowship, in the breaking of bread, and in the prayers?

Will you persevere in resisting evil, and, whenever you fall into sin, repent and return to the Lord?

Will you proclaim by word and example the Good News of God in Christ?

Will you seek and serve Christ in all persons, loving your neighbor as yourself?

Will you strive for justice and peace among all people, and respect the dignity of every human being?

(Book of Common Prayer, pp. 304-305)

Overview

Upon Baptism, each of us becomes a missionary, called to assist the Lord in His mission of reconciliation. **Mission Tithing Matching Grants (MTMG)** are intended to foster and expand congregationally-based Global Mission relationships by congregations within the Diocese of Massachusetts. Applicants should be intentional in their engagement in a mission partnership and their mission work should have, or plan to have, mutuality and collaboration with global partners. Congregations are encouraged to partner with one another on global mission projects. MTMG are focused outside the geographic boundaries of the Diocese of Massachusetts. Existing projects/programs and start-ups are encouraged to apply. At this time, the MTMG are not competitive, and congregations are encouraged to seek assistance from the **Global Mission Office** for project discernment and development. Contact Director Laura Walta at LWalta@diomass.org, or Deacon Holly Hartman at HHartman@diomass.org.

Fund Availability and Restrictions

It is anticipated that at least 25 grants ranging in amount from \$3,000 to \$10,000 will be distributed each year, from 2013 through 2017. Any funds awarded must be matched by other funding sources. These do not need to be available at the time of the application, but should be planned and estimated, and identified in the application (section 14). These are expected to be dollar for dollar matches. Congregations with special circumstances should contact the Global Mission Office.

Each grant is a one-time grant. All applicants, successful or unsuccessful, may reapply the following year, **IF** a project report has been submitted for the project completed the previous year, and grant monies were matched by the congregation. There will be a cap, yet to be determined, for the total grants monies received over the course of four years by any one parish or project. All participants will be notified of the cap at the time of its determination.

Application Prerequisites

An initial prospectus or **Concept Paper** (1-2 pages) outlining the project is required to be reviewed and accepted prior to submission of an Application. The purpose of this Concept Paper is to open communication with the Global Mission Office, as we partner with you and assist you in completing a successful application. The office may contact you upon receipt of the concept paper to address any concerns.

All diocesan grant and loan programs support healthy congregations that are prepared to undertake their proposed projects. Timely reporting and fiscal responsibility are indicators of both congregational health and effective leadership. A congregation unable to meet Diocesan reporting requirements may also be unprepared to undertake demands presented by additional, ambitious programs. Therefore, congregations **must** meet **all** of the compliance requirements listed in Checklist B of the application. In addition, all applicants must have attended one of the Regional Learning Events on Global Mission.

Due Dates

The Diocese reviews all Concepts Papers and Applications monthly. All Concept Papers and Applications submitted before the **15th day of each month** will be reviewed that month. Concepts must be submitted first. Once the applicant has been notified of any concerns, they may then submit an Application as soon as the following month, or whenever the Application is complete. The Diocese wants for congregations to take the time required to fully discern the nature of the mission activity, and to be able to move according to the time line of the Holy Spirit.

Grant Program Focus

First-time Applicants:

Projects to initiate a relationship may use grant funds for transportation costs if necessary. Travel can mean travel to your partners overseas, or arranging for them to travel here.

Repeat Applicants:

Projects in which the partnership has been established may use up to 20% of the grant for transportation expenses. This 20% should be need-based (i.e., scholarships for those who cannot afford the travel costs). Grant monies should be used for local capacity building (including skill building in leadership, opportunities and needs assessment, strategic planning, community building, problem solving); capital investment (buildings, equipment, furnishings with a long-term life span); or start-up operational expenses (including infrastructure projects). Applicants must identify the local leadership and structure in place to foster mutual accountability. Applicants should also provide a strategic plan for sustained impact and ongoing commitment.

Application Process

Applications are available online at www.diomass.org under the Clergy and Congregational Resources link. Concept Papers or completed Applications are due at the Global Mission Office on or before the **15th day of each month**. The grant committee will review applications, and the awards will be announced the following month.

Questions are welcomed! As Global Mission staff works only part-time, an email is recommended. Staff members check email daily. If you would like to talk to a staff member, please email a telephone number and preferred calling time.

All Concept Papers and Applications **must be submitted electronically via email** to:

lwalta@diomass.org

Frequently Asked Questions

1. Does the grant money need to be spent within the year it is received?

A: No, but you do need to give a time table for use of the funds. Additional grants will not be awarded until the expenditure of all current grant funds and submission of a final narrative and financial report.

2. When will the grant money be awarded?

A: Generally, funds will be distributed within one month of the grant award.

3. Is a change in the usage of funds allowed?

A: Only with advance written notice and permission from the committee.

4. When can we apply for the Mission Tithe Matching Grants?

A: Both Concept Papers and Applications are due by the **15th day of each month** for consideration that month. Remember that a Concept must be submitted, reviewed, and accepted first.

5. When will the grant recipients be announced?

A: Within one month of submission of an application.

6. How much are the grants?

A: \$3,000-\$10,000

7. What conditions are in place in order for our congregation/organization to receive a grant?

- A: - Attend one of 5 Spring Regional Learning Events
- Be in compliance with all items in Checklist B of the application
- Be able to match, or closely match, the amount of money you are requesting
- Have your paperwork in order and submitted by the deadline

For a second grant, participants must have

- Completed the previous grant
- Successfully matched the previous grant
- Submitted a narrative and financial report accepted by the Grant Committee
- Be in the next calendar year (only one grant per calendar year, (e.g. 2014, 2015...))

8. Can we apply for money for a project that our parish/organization has plans for but has not yet implemented?

A: Yes, as long as you can show us that you have a strong plan in place.

9. What factors might help us be a stronger candidate for a matching mission grant?

A: - Partnering with other parishes

- Providing a thoughtfully written application that addresses each area of request

10. Where multiple applicants are partnering, do you want multiple budgets?

A: No – there will be one congregation designated as fiduciary agent for the funds. It will be their responsibility to be in regular contact with any partnering congregations or organizations.

11. What if a parish cannot meet all of the requirements as outlined in the Application Checklists?

A: Congregations who do not meet all of the criteria have several choices. They can:

- Submit a Concept Paper while simultaneously beginning the process of addressing the compliance issue. (Applications will be reviewed once the compliance issue is resolved.)
- Partner with other congregations in the Diocese. If congregations partner together to apply for a grant, one parish becomes the “Lead” and needs to be in compliance.
- Decide to wait until another year to apply, while you get your compliance issues in order. Please don’t hesitate, however, to use Global Mission staff and committee members to help you become ready for your future mission partnerships.

12. Can the money that parishioners spend on their mission travel expenses be included as funds to be matched?

A: Yes.

13. If a parish has two or more locations where they have mission partnerships, can they apply separately for each location?

A: A parish will only receive one grant, but they may spend the money in more than one area, as long as there is a partnership in both/all areas.

14. Can a parish use this grant for more than one project in the same area?

A: Yes. If the parish can show that they have a strong relationship with their partner, they are free to use the money for whatever mission activity they choose, as long as they can document how the money is being spent in the application.

15. Is \$3,000 the minimum amount for which a parish can apply? What if a parish can’t raise that much to be matched?

A: A parish must somehow demonstrate a good-faith effort in raising as much as possible towards the minimum of \$3,000.

16. Should a parish apply for grant money if they are not intending to enter into a long-term relationship with a partner community?

A: No. These grants are specifically to encourage meaningful relationships between Episcopalians in the Diocese of Massachusetts and people who live in other places, under different circumstances than the ones in which we live.

17. Does a partnership have to involve an Anglican/Episcopal connection?

A: No. You do not need to have an Anglican/Episcopal partnership, although it is recommended that if possible, your parish try to make contact with local churches/dioceses in the area in which you have partnerships (for example, attend an Anglican Sunday service).

18. What exactly is the Concept Paper?

A: This is a narrative that is due at least one month before the actual application. It is a chance for your congregation to let us know what you have in mind regarding mission partnership. It allows us a window into the work that you intend to do, and helps us to help you keep the focus on partnership, relationship, and accompaniment. Please refer to the **Concept Paper** link on the website.

19. If a grant application is not accepted the first time, will someone from the Diocese communicate as to why so that they can redo it?

A: **Yes**, but we hope that does not happen! Our goal is to help congregations in the Diocese create/sustain/nurture relationships with others in the world, and we want to award as many grants as possible. That is why we are here to help you with your applications so that your parish can be successful in applying and receiving grant money to do God's work in the world!

20. Can you reapply the following year if you DO receive a grant in a given year?

A: Yes

21. What about mission within the Diocese?

A: Nearly half the Together Now Campaign is funding designated for local mission. The mission tithe money (10%) is designated for mission work outside the Diocese of Massachusetts.

22. Are there any grants that the diocese awards that do NOT require matching funds?

A: Yes! Please email the Diocese of Massachusetts Grants Administrator, Lauren Zook, at lzook@diomass.org or call her at 617-482-4826, x 306, for further information.