

GUIDELINES FOR SUBMITTING LWML OKLAHOMA DISTRICT GRANT APPLICATIONS

Mission Grant applications may be submitted by:

- An Oklahoma District LCMS member; LWML society, or zone
- Oklahoma District LCMS; LCMS World Mission; an LCMS Board; or an LCMS Recognized Service Organization (RSO)

Grant applications must be submitted to the LWML Vice President (VP) of Gospel Outreach and postmarked by September 30 of the odd numbered years for consideration at the district convention the following Spring.

The VP of Gospel Outreach will review each proposal for completeness and accuracy as well as compliance with LWML bylaws. The applications will then be reviewed by the Gospel Outreach committee members, the District President and the assigned District Pastoral Counselor.

Applications will then be forwarded to the Lutheran Church Missouri Synod (LCMS), Oklahoma District President for evaluation and consideration.

Each application will be prayerfully considered and reviewed for content using the following criteria:

Grant Applicants shall:

- Be mission focused with emphasis on proclaiming the Gospel of Jesus Christ
- Follow the mission of the LCMS
- Be current and ready for implementation
- The Program is to continue as a long-term mission after LWML funding is received
- Be well documented with costs, use of funds, dates needed, administration of funds, etc.
- Be affiliated with or approved by the LCMS
- Have the approval of district or partner church in which proposed grant recipient is located unless the grant application is submitted by an LCMS synod board or the LCMS World Missions
- Submit complete grant application via Email
- Submit 3-6 digital photographs via Email
- Mail one complete copy with appropriate signatures via US Post Office

The following questions will also be considered:

- Is the grant application for a special request or a regular budget item?
- Will the project receive other funding, or will this grant alone satisfy the need?

Grant applications then go to the LWML OK District Board of Directors who select an appropriate number of grants to appear on the convention ballot.



WRITING AND SUBMITTING THE GRANT APPLICATION

All Applications must:

- Be in resolution form (see “Grant Writing Aids” below)
- Be concise and specific

All Applications must include:

- Cover page for Mission Grant Application
- LWML Oklahoma District Grant Application, with appropriate signatures
- Documentation
- Email 3-6 digital photographs for presentation in the Mission Grants video at convention if grant is selected for ballot. Photos may also be used on the OK LWML website (www.oklwml.org) and “*The Voice of Service*” newsletter

Grant Writing Aids

- Start with a Purpose or Goal Statement that is Mission and/or Bible Based:

Example: Whereas, “If you cannot speak like angels, if you cannot preach like Paul, you can tell the love of Jesus, you can say He died for all. If you cannot rouse the wicked, with the judgments dread alarms, you can lead the little children to the Savior’s waiting arms.”

- State the need:

Example: Whereas, Bangladesh is creating new Lutheran churches to spread the Gospel of Jesus Christ; Whereas, children are coming to faith in Christ Jesus through baptism at said churches; Whereas, Christian children are not allowed to attend Muslim schools of Bangladesh.

- Summarize the goal:

Example: Therefore, Be It Resolved, that the OK District LWML in Spring convention 2016 grant \$5,000 to build a tin roofed, metal pole Lutheran school in Bangladesh.

Lutheran Women in Mission

“Do not be anxious about anything, but in everything, by prayer and petition, with thanksgiving, present your requests to GOD.” Philippians 4:6

LWML OKLAHOMA DISTRICT COVER PAGE FOR MISSION GRANT APPLICATION

(This form **MUST** be used for all applications, fill in each blank, type or print. Complete information and signatures are required.)

NAME OF GRANT: _____

Amount Requested: _____

Is the grant recipient affiliated with the LCMS (choose one)? Yes No

Sponsored by (choose one) OK District LCMS Member OK District Society

OK District LWML Zone LCMS World Mission LCMS RSO

Grant Author/Sponsor's Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone (include area code): _____ Email: _____

Grant Author/Sponsor's Signature: _____

Pastor or LWML Counselor Printed Name: _____

Pastor or LWML Counselor Signature: _____

Grant/Project Administrator Printed Name: _____

Street Address: _____

City: _____ State: _____ Country: _____ Zip: _____

Phone (include area code): _____ Email: _____

Grant/Project Administrator Signature: _____

If different from Grant/Project Administrator, to whom should funds be sent for disbursement?

Name and Title: _____

Mailing Address: _____

City: _____ State: _____ Country: _____ Zip: _____

**Applications must be postmarked OR emailed by
September 30 of odd numbered years.**



LWML OKLAHOMA DISTRICT GRANT APPLICATION

Name of Grant: _____

Amount Requested: _____

Needs: _____

Mission Outreach, Purpose and/or Goal:

Specific Use of Funds:

Additional Funding Sources (if applicable):

Additional Information:

Completed grant applications must be emailed **or** postmarked no later than **September 30, 2019** to **Beverly Bahr, Vice President of Gospel Outreach:**

- Email to: **Bevbahr23@gmail.com**
- OR Mail to:
Beverly Bahr
LWML Oklahoma District Vice President of Gospel Outreach
1119 Oakridge Drive
Stillwater, OK 74074

Make sure you have included:

- Cover page for Mission Grant Application
- Oklahoma District Grant Application
- Grant written in resolution form
- Documentation
- Email 3-6 digital photographs for presentation in the Mission Grants video at convention if grant is selected for ballot. Photos may also be used on the LWML Oklahoma website (www.oklwml.org), Facebook page, and *“The Voice of Service”* newsletter.

USE OF FUNDS AND REPORTING REQUIREMENTS ACCOUNTABILITY CLAUSE LWML OKLAHOMA DISTRICT

Dear Mission Grant Recipient,

Mission grant funds must be used for the purpose(s) stated in the mission grant proposal. Funds used for purposes not stated in the mission grant proposal must be repaid to the LWML Oklahoma District.

If a change should occur in the implementation of the project, notify the Vice President of Gospel Outreach immediately. Changes in a project are subject to the approval of the LWML Oklahoma District Board of Directors. Failure to report changes in your project may result in funds being revoked or returned.

If delays in the project occur after funding has been disbursed, the funds should be returned to the LWML Oklahoma District until such time as the project may continue. Project funds must be put into use within two fiscal bienniums (four years), the biennium in which they were voted upon and the one following. If not used within that time, project funds are to be returned to the treasury of the Oklahoma District.

Resolved that: Mission Grant recipients, within **three to six months** of receiving Oklahoma District Grant monies, shall return to this Gospel Outreach Committee:

- A written and itemized account of grant money dispersals as spent
- Spending needs to clearly reflect the original request in the grant application
- Accomplishment of categorical goals as set forth in the grant application
- Pictures or other information that may be published in our Oklahoma District newsletter, "*The Voice of Service*," the LWML Oklahoma District website (www.oklwml.org) or Facebook page.

It is both conscionable and deserving to the women of the Oklahoma District that they receive, from this Gospel Outreach Committee, news and results of their mite monies being well-spent. Know that we always rejoice in hearing news from the great Mission Field, and the power of our specific prayers will go with you always.

In His Service,

BEVERLY BAHR
LWML Oklahoma District Vice President of Gospel Outreach
1119 Oakridge Drive, Stillwater, OK 74074
Bevbahr23@gmail.com
Phone: (405) 743-5690

