



# South Carolina Conference Committee on Ethnic Local Church Concerns (ELCC)



## Funding Request Application

### Important Notes

- Priority will be given to new programs or pilot projects.
- Multi-year projects that are funded will only receive funds for one year at a time.
  - Funds are not provided for salaries.
- Funds are available to assist with church and/or parsonage renovations and upgrades.

### Questions?

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[umcsc.org/elcc](http://umcsc.org/elcc)

Email completed application to  
[grants@umcsc.org](mailto:grants@umcsc.org)

# South Carolina Conference Committee on Ethnic Local Church Concerns (ELCC)

“Serving God by Serving Racial-Ethnic Ministries”

Greetings, Brothers and Sisters, in the name of Jesus Christ,

“Serving God by Serving Racial-Ethnic Ministries” in the South Carolina Annual Conference of The United Methodist Church is the mandate of its Committee on Ethnic Local Church Concerns. ELCC is guided by the Scriptures and The Book of Discipline. “Just as the Son of Man did not come to be served, but to serve,” (Matthew 20:28ab) ELCC, too, is called to be in service, as the committee seeks to emulate Christ.

It was the Southeastern Jurisdiction Ethnic Local Church Concerns Committee in 2000 that created the logo and established the mandate that ELCC should TEACH – Train, Educate, Affirm, Communicate and Heal – within our racial-ethnic congregations. As ELCC moved forward into the 21st Century, the committee sought to live into a new focus of a General Church initiative: “Strengthening the Black Church for the 21st Century.” Likewise, ELCC sought to empower all racial-ethnic congregations through its mandate to TEACH – and this is still ELCC’s mandate.

As ELCC’s work continues, we are pleased to have simplified the ELCC grant application process. Everything has been streamlined to better meet the needs of applicants, while still allowing for the collection of vital data so ELCC can offer more effective avenues by which you can TEACH in your congregations and communities.

Although ELCC is here for all racial-ethnic churches, it’s the desire of the S.C. Conference Committee on Ethnic Local Church Concerns to assist churches that cannot afford to send their laity – children, youth, young adults, adults and older adults – and clergy to leadership development training, educational events, and other special activities and programs. To this end, ELCC will give priority to grant and scholarship applications from first-time attendees and first-time church participants. ELCC encourages racial-ethnic laity and clergy in need of assistance to apply. All applications received will be reviewed.

Finally, accountability is important. That’s why persons, churches, programs, projects and ministries awarded grants or scholarships will be required to complete timely reports and, in some cases, the expectation will be that information learned at a training event will be shared at a district-wide event within 12 months.

The South Carolina Conference Committee on Ethnic Local Church Concerns appreciates your support and encouragement of its work.

Yours in Christ Jesus,

S.C. ELCC Committee

Please check this box to acknowledge that you have read and understand all requirements and stipulations presented in this letter.

# Table of Contents

ELCC Grant Program – Process Overview	4
I. Application	
II. Grant Awards	
III. Grant Project Reporting	
Frequently Asked Questions	5
What is ELCC?	
Purpose of the ELCC Grant Program	
Process for applying for grants	
Examples of programs that have received grants	
How do I improve my chances of being awarded a grant?	
ELCC Grant Program:	
Application – Part I	6
Application – Part II	7
Application Signatures Page	14
ELCC Recommendation Page	15

# Grant Process Overview

Applicants should read all documents associated with the ELCC Grant Program before submitting an application:

- This ELCC Grant Program Overview with FAQs
- The Grant Application Documents – Part I and Part II
- The Grant Project Report Documents – Part I and Part II

## I. Application

**Deadlines:** First cycle: March 31 Second cycle: September 30

In order for an application to be reviewed, both Part I and Part II must be received at the South Carolina Conference office by the deadline. Incomplete applications will not be considered. Applications must be sent one of two ways:

- Email to [grants@umcsc.org](mailto:grants@umcsc.org) – Including all attachments and required documentation
- Mail or deliver to: Office of Connectional Ministries  
Attn: ELCC Grant Processing  
4908 Colonial Drive, Suite 101  
Columbia, SC 29203

## II. Grant Awards

ELCC grants will not be approved for salaries or building (brick-and-mortar) projects. Applicants will be notified, at least 30 days after the application deadlines, whether or not they have been awarded a grant. The award check will be mailed to the attention of the pastor. A letter will also be sent to the project director who will work with the Office of Connectional Ministries, through staff person, on check disbursement details. Checks will not be made payable to individuals. Likewise, checks must go to the church/organization treasurer for accountability purposes. All grant awardees must track the spending of the funds awarded.

## III. Grant Project Reporting

After 6 months, the project will need to be evaluated – even if all funds have not been depleted. A report on the utilization of all funds is required at the completion of the project/program/ministry. (See Part I and Part II of the ELCC Grant Report documents.) Reports must be sent to the same address to which the original application was sent. Failure to submit a required report can cause your church or ministry not to be funded in the future. (See Part II of the ELCC Grant Report documents.)

Please check box to acknowledge that you have read the ELCC Grant Process Overview and understand the information shared.

# Frequently Asked Questions

**What is ELCC?** – The Committee on Ethnic Local Church Concerns exists to provide resources and promote training for leaders, both clergy and laity, for the mission of the local church in the areas of Racial-Ethnic Local Church Concerns. The goal is to create a shared vision, improve the effectiveness of ministry, and participate in the development of practical ways of living out our faith in the church and the world.

**What is the purpose of the ELCC Grant Program?** – To make funds available to individuals and churches, from among our racial-ethnic local churches, to strengthen congregations and empower people to do God’s work. ELCC’s focus is on small membership (125 or less) churches that lack the financial resources to do ministry. ELCC hopes that the seed funds from these grants can be leveraged by connections with other resources, thereby equipping people and churches to open channels of God’s grace in places in need of hope.

**What is the process for applying for an ELCC grant?**

- 1) Complete the attached ELCC grant application (also available at [umcsc.org/elcc](http://umcsc.org/elcc)).
- 2) All requested information and signatures are required.
- 3) Submit the completed application (Part I and Part II) no later than the application deadline by:
  - a. Email to [grants@umcsc.org](mailto:grants@umcsc.org) – Including all attachments and required documentation
  - b. Mail or deliver to Office of Connectional Ministries, Attention: ELCC Grant Processing  
4908 Colonial Drive, Suite 101, Columbia, SC, 29203

**What are some examples of programs that have received grants or you anticipate supporting?**

Disciple classes      Poverty Issues      Substance abuse      Hunger issues/food pantry  
Social justice issues      Family issues      Single parent, teaching dads to be dads, domestic violence  
Clothing pantry      After-school programs      Summer programs

**How do I improve my chances of being awarded a grant?**

- Clearly describe the need that your program is addressing. Explain your vision of how your program will address that need.
- Establish clear and measurable goals and objectives for the program. Explain the methods that will be used. Establish a timeline.
- Show how you will leverage the seed money from the ELCC Grant to make it go further than we would imagine. Think about how Jesus used the five loaves and two fish to feed the multitudes. What co-partnership is the local church making? (Consider gifts of time, talent and service.) What other resources can you tap into?
- Develop a detailed budget for the program showing all sources of funds and expenses by line item.
- Share how you will commit to “sharing the light” by communicating with others the good and hopeful things that God is doing through your program. Consider photos, stories, videos and newsletter articles, for example.
- If the grant is intended to seed an ongoing program, describe how it will become self-funding.

Please check box to acknowledge that you have read the FAQ Regarding the ELCC Grant Program and you understand the information shared.

# ELCC Grant Application – Part I

**Project<sup>1</sup> name:**

**Pastor's name:**

**Church name:**

**District:**

**Church mailing address:**

**Name of applicant:**

**City/State/ZIP:**

**Applicant's phone number:**

**Applicant's email address:**

**Name of project director<sup>2</sup>:**

**Male**

**Female**

**Director's daytime phone number:**

**Director's email address:**

**Ethnic description of group applying:**

African American

Asian

Hispanic/Latino

Native American

Multi-Ethnic

Other (describe)

**Ethnic description of group served by this project:**

African American

Asian

Hispanic/Latino

Native American

Multi-Ethnic

Other (describe)

**Type of project:**

Christian Education

Community Outreach

Child/Youth Ministry

Family Issues

Hunger

Poverty

Substance Abuse

Other (describe)

**Sponsoring church data (as reported in the Annual Conference Journal):**

Year organized

Membership:

Number of active families:

Average worship attendance:

Previous year:

Current year:

Average Sunday school attendance:

Previous year:

Current year:

Apportionment percentage paid:

Previous year:

Current year:

<sup>1</sup> The word "project" in this application refers to the ministry, project or program being undertaken.

<sup>2</sup> The project director must be laity.

# ELCC Grant Application – Part II

Please answer the following questions concisely, in 300 words or less.

1) What are the needs or issues you want to address?

2) Briefly describe your project and how it will meet the need(s) or address the issue(s). (Regarding projects involving children or youth: All personnel involved in the project must 18 years old or older and must have had a national background check performed. Attach documentation.)

3) Describe the end-state you would like to achieve after the project is completed. What do you hope will be different?

4) What will the funds be used for? (ELCC grant money is not to be used for salaries or buildings - brick and mortar.) Attach a budget for the project. Include all other sources of funding. Provide a detailed expense breakdown.



5a) What are the goals you are trying to accomplish through this project? (750 words) Goals are the outcomes you intend to achieve to accomplish the mission of a project, program or ministry. Each goal should be **SMART**:

**Specific** (Your goal is direct, detailed and meaningful.)

**Measurable** (Your goal is quantifiable to track progress or success.)

**Attainable** (Your goal is realistic and you have the tools/resources to attain it.)

**Relevant** (Your goal aligns with your company mission.)

**Time-based** (Your goal has a deadline.)

5b) What objectives – specific actions, measurable steps – have you set to achieve your goals? (900 words)

6) If the project is expected to be ongoing, how will it be maintained once the grant expires?

7) How will the local church support this project? Consider financial support as well as gifts of time, talent and service.

8) What other resources can you connect with this effort to provide leverage and maximize the impact of the project?

9) How will you communicate the good things that God allows to happen through this project with your brothers and sisters in the SC UMC? Consider stories, photographs, videos, newsletter articles, etc.

10) Who will make up the leadership team for this project? (The project leader must be laity, and a minimum of three people must be included on the team. At least one person on the leadership team must be from the group being serviced through this project.) For each of the leadership team members, list name, address, racial/ethnic group, and the skills they bring to the project.

I acknowledge that I have read and understand the terms of the S.C. ELCC grant.

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Project director's signature

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Date

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Project director's name (printed)

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Date

# Signature Page

**Project Director** – I have read this application in its entirety (cover letter, grant process overview, frequently asked questions, and Part I and Part II of the ELCC Grant Application. As the director of this project, I intend to implement and use funds received as reflected in this application.

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Project director's signature

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Date

**Pastor or UMC contact** – I agree that the need described in this application is real, and I believe that the project described in Part I and Part II of this application should be funded.

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Pastor's or UMC contact's signature

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Date

**District superintendent** – I am aware of this project, and I support this ministry.

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District superintendent's signature

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Date

**TO BE COMPLETED BY THE ELCC FUNDING COMMITTEE**

# ELCC Funding Committee Recommendation

After reviewing Part I and Part II of this grant application,  
the ELCC Funding Committee recommends:

that it **MEETS** the requirements of the ELCC grant process,  
and we agree to fund this project with ELCC grant funds.

Approved funding amount:     \$ \_\_\_\_\_

Approved by: \_\_\_\_\_ Approval date: \_\_\_\_\_

that it **DOES NOT MEET** the requirements of the ELCC grant process.

Denied by: \_\_\_\_\_ Denial date: \_\_\_\_\_

Reason for denial: \_\_\_\_\_