

## **HOW TO SUBMIT A MISSION GRANT PROPOSAL TO THE ATLANTIC DISTRICT LWML**

Is there a mission project in your congregation or zone that would benefit from a grant from the Atlantic District LWML? Have you ever wondered how you, your society, or zone could request a grant for that mission project? The following information might be of help.

### **WHO MAY SUBMIT A MISSION GRANT PROPOSAL?**

- Any individual LWML member, society or zone.
- LCMS boards, LCMS approved organizations, or LCMS District Task Forces.
- Mission grants proposals outside the United States, Canada, or the District can be considered a District project.

### **WHERE WILL I GET MY IDEAS FOR A MISSION GRANT PROPOSAL?**

- Consider the needs of mission outreach programs of your congregation.
- Look to your community for special ministries for the under-privileged, the aged, developmentally challenged, family concerns, Christian counseling, rehabilitation programs.
- Are there educational needs in the LCMS school system?
- Consider financial support of students entering LCMS Synodical colleges to train for full-time church vocations, including seminary students.

### **ONCE I HAVE AN IDEA FOR A MISSION GRANT PROPOSAL, WHAT DO I DO?**

#### **1. Consider the Atlantic District LWML criteria for Mission Grant Proposals:**

- Be mission in emphasis, extending the ministry of the Word.
- Be current and ready for implementation.
- Be well-documented.
- Must not be for renovations, repair work, or certain equipment.
- Must not necessitate a permanent subsidy from the funds.
- Must not be used to cover deficits or shortages.

#### **2. Research the project by asking a few questions:**

- Does it extend the ministry of the Word by “reaching the unreached?”
- Does it fall within the criteria stated above.
- Who will be the contact person if the project is adopted?
- How many people will benefit from this project?

### **NOW THAT I HAVE THE INFORMATION, HOW DO I PREPARE A GRANT PROPOSAL?**

**Your mission grant proposal application should be completed with ONE (1) ORIGINAL & EIGHT (8) COPIES and should consist of two parts:**

1. The Mission Grant Application
2. Supporting Information for the application

**(Information continued on other side)**

## **NOW WHAT DO I DO?**

**Mail ORIGINAL & EIGHT (8) COPIES of each of the following by FIRST CLASS MAIL, no later than OCTOBER 31, 2011.**

1. The application Form
2. Supporting information for the application

**MAIL TO:**               **Mrs. Lillian L. Biddle**  
                                  **Vice President for Mission Outreach**  
                                  **22 Reed Lane**  
                                  **Westbury, NY 11590**

## **WHAT HAPPENS TO MY PROPOSAL WHEN THE VICE PRESIDENT RECEIVES IT?**

1. It is dated and checked to make sure all necessary information is included and that AD-LWML criteria have been followed.
2. It is presented to the Executive Committee and the Board of Directors at its January meeting for their approval.
3. It is then prepared for presentation to the Atlantic District-LCMS for approval.
4. All applicants will be notified whether or not their grant proposal will be placed on the ballot. A follow-up notification will indicate if the proposal has been selected by the delegates at the convention.

## **IF I STILL HAVE QUESTIONS, WHAT DO I DO?**

**Call or e-mail Vice President for Mission Outreach, Lillian L. Biddle (516) 334-2589**  
**e-mail [biddle15@aol.com](mailto:biddle15@aol.com)**

**REMEMBER...**

**THE DEADLINE IS OCTOBER 31, 2011 TO SUBMIT  
A MISSION GRANT PROPOSAL**