**Application for Vickers Memorial Ministry Fund**

**Grant**

**(Revised February 2021)**

**Amount Requested\_\_\_\_\_\_\_\_\_\_\_**

Name of Church\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ City/Zip\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Vickers Memorial Ministry Fund: This fund was established from monies received from the sale of His Place, a diocesan retreat and healing center. Diocesan Council has designated that funds shall be spent from the interest only. The corpus amount of $415,098.91 shall not be spent.

Funds shall be spent for any diocesan programming that benefits and enhances the ministry of the diocese with emphasis on healing and retreats. Funds will not be spent to benefit individuals, buildings, or capital improvements. Monies from this fund will be used to help fund programs that advance the mission of the church. Funds may take the form of a grant at the discretion of the Bishop and the Finance Department.

The Bishop and Finance Department shall approve spending of the funds. Council and the Finance Department will receive a quarterly report detailing the use of the funds. Fund recipients shall submit a grant report form on June 1 and December 1 each year until funds are spent. Funds shall be used within one year of the grant. Any extensions must be approved by the Department of Finance by 30 days prior to the end of the year.

***Funding requests are subject to the availability of fund resources***.

**Dear Vickers Memorial Ministry Fund Applicant: Prior to consideration of your application the following shall be current:**

**1. Parochial Report (Date submitted :\_\_\_\_\_\_\_)**

**2. Assessments (Annual and/or assisted congregation) (Total paid to date :\_\_\_\_\_\_\_\_\_\_\_\_)**

**3. Audit (Date submitted: \_\_\_\_\_\_\_)**

Please list current assets, (if any), including stocks, bonds, and cash not currently invested with the Diocese. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Please respond to each of the following:

1) For what program will the funds be needed? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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2) How does this program enhance the ministry of the diocese?

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3) What are the reasons your church cannot afford to underwrite this project?

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4) What other sources of funds are you seeking (other grants, donations, capital funds drive)?

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5) Please provide a narrative description of the program and how it will help promote the ministry of your congregation and how the program fits with your overall plan of developing ministry. Please attach documentation of the projected costs and any other information that will aid Finance Department and the Bishop in review of your application.

Please return this form to:

The Diocese of Montana

 PO Box 2020

 Helena, MT 59624

Vickers Memorial Ministry Fund requests are reviewed by the Finance Department with a recommendation to the bishop. Please contact the diocesan office 800-247-1391 for meeting times. Applications should reach the diocesan office no later than two weeks prior to the Finance Department meeting.

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Finance Use Only:

Recommend Approval to Bishop\_\_\_\_\_ Approved/Disapproved (circle one)

Recommend Disapproval to Bishop\_\_\_\_ Grant/Loan

Recommend Grant or Loan\_\_\_\_\_\_\_\_ Amount $\_\_\_\_\_\_\_\_\_\_

Returned for further information\_\_\_\_\_\_\_\_

Date\_\_\_\_\_\_\_\_\_ Amount $\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Marty Stebbins, Bishop