

Shenandoah River District (SRD), Virginia Conference of the United Methodist Church

Subject: Instructions for completing SRD Application for Grant/Loan

Purpose: The newly merged Shenandoah River District (SRD) has inherited the Loan and Grant processes from their previous entities, the Winchester District and the Harrisonburg District. The intent of the Loan/Grant program is to provide necessary resources in the form of repayable loans and/or awarded grants to assist district churches/charges and missional-based organizations within the construct of the SRD. This document provides the consolidated process for completing the application form to present to SRD for consideration. The Administrative Committee of the SRD will meet twice a year on the fourth Thursday in April and October to consider these requests.

Process for completion of the SRD Application for Loan or Grant:

Date of Application is the date submitted to the SRD office

Church/charge is the church or the Charge submitting the application.

Amount Requested is the amount requested in this application

Grant or Loan, is this a request for a Grant (awarded) or a Loan (repayable)

Pastor or Director of church/charge or organization submitting this request

Project Lead, who is responsible for management and successful completion of the
Building Project or Outreach Ministry Project

Total value of church/organizational liquid assets reflects the actual dollar value of
available assets

What percentage of apportionments were paid to the Virginia Annual Conference and
SRD last year.

Has the DS been briefed on this application and given written or verbal approval?

If this request is for a building project, related to the church or organizational structural
environment, please provide a brief description.

What is the project cost of the project, and target completion date?

Source of current funding from the church/charge/organization and other sources.
Please specify the sources of other funding.

If the cost is over 25% of the value of the property subject to the building project, has
the SRD Church Location and Building Committee approved the plans?

Has the Church/Conference/Organizational Board approved this project?

Do the financial plans of the Church/Charge/Organization reflect the impact of this
project?

Are you currently indebted on this project? If so, the amount and provide the details of
the indebtedness.

If this request is for an Outreach Ministry Program please provide a brief description.

Is this an ongoing program, (multi-year, sustaining ministry), or a one-time program?

How much funding has the Church/Charge/Organization committed to this program?

What is the missional justification for this request?

Details for submittal. The Committee will meet in mid-March and mid-October to review
applications.

Please sign and provide your title along with your address where successful applicant funding should be sent and the telephone number of the submitting applicant.