Social Ministry, Justice, & Advocacy Grant Proposal

Due by April 1; an online version of this form is available at CSIS-ELCA.org/smja-grants.

Application date _____

Proposal title _____

Project name _____

Sponsoring C/SIS ELCA congregation _____

Street address _____

City, State, ZIP Code _____

Email _____ Phone _____

Project organization _____

Street address _____

City, State, ZIP Code _____

Requested grant amount $ _____

Chief executive officer _____

Proposal contact person _____

Title/role _____

Email _____ Phone _____

1. **Purpose:** briefly describe the purpose of the project. Indicate whether the work is in social ministry, justice, or advocacy.

2. **Need:** what need(s) is the project designed to address or meet?

3. **Goals and procedures:** list the specific, measurable goals for the project and the procedures to achieve them.

4. **Evaluation:** How will outcomes/successes of goals be measured? If the organization has previously received grant money for this project, please include an evaluation.

5. **Financial documentation:** Please send a budget for this proposal/project, and relevant financial statements of the organization. Electronic copies (spreadsheets, etc.) can be emailed with this proposal, or hard copies can be mailed to the synod office. Please make sure statements are clearly marked with reference to this proposal. *NOTE: Grant money cannot be used for salaries and administrative costs but must be used in the actual project*.

6. **Collaboration:** what ELCA C/SIS congregation(s) is partnering with the project as part of their ministry? Describe ways in which the partnership goes beyond financial support and may include volunteers, sharing building space, or providing transformative education.

7. Please send letter of commitment and involvement from the supporting congregation(s) by email, as well as a copy of the letter with this proposal, or mail a hard copy to the synod office. Make sure it is easy for office staff to match your letters with the correct proposal.

8. **Other funding sources:** list other funding agencies to whom you have submitted proposals seeking support of this project.

9. **Grant reporting requirement:** After receipt of grant money, please send a report and photographs of the project in action in November (six months) and April (year end). The report and pictures need to show how the funds were utilized so that we can keep the synod and congregations educated as to how the grants are being used to accomplish the ministry of this committee in serving, educating, and advocating in our society. This will also help us advocate for more funds in the future as they become available to keep the church strong and working with our communities.

For more information, contact the synod office at 217-753-7915 or synodoffice@csis-elca.org. Please email completed proposals and reports to synodoffice@csis-elca.org. Paper submissions may be sent to:

Central/Southern Illinois Synod
524 S 5th St
Springfield, IL 62701

Central/Southern Illinois Synod