

OHIO RIVER VALLEY DISTRICT 2011 Grant Requirements

- 1) **All Requests** must focus on one of the Fruitful Practices. [(Radical Hospitality, Faith Forming Relationships, Passionate Worship, Risk Taking Mission and Service and Extravagant Generosity.) See the ORV Website for more information.] The grant must explain how the congregation will be changed by this ministry and how it will engage the local community.
- 2) Keep the application format intact by leaving the questions in bold so that we can find your answers. To maximize readability, keep your replies in normal type without underlines. Replies should not be typed into the question box, but in the space below the box.
- 3) If pictures are needed, please send them as a hard copy addendum for your file rather than imbedding them in the grant request.
- 4) Please bring or mail one complete hard copy of your document to this office (located at 4400 Reading Road Suite Cincinnati, OH 45229). To be considered for funding, all documents must be complete and in their entirety. The hard copy packet must be in this office by the deadline date of August 15, 2010. Incomplete grants will not be considered for the first round of 2011 Funding. (*The packet must contain include any document that cannot be submitted electronically such as the signature page with the electronic transmittal.*)
- 5) Please **DO NOT** spend money on fancy folders or presentation covers – they are cumbersome. Please **DO NOT** bind or staple the hard copies.
- 6) Budgets must be at the end of the request or as a separate document. Both a project budget for 2011 and a church and/or organizational for 2010. **At minimum there must be a projection of what the church will contribute to the ministry in 2011 if the church has not completed the budget process for 2011.**
- 7) The Funds being requested must include a specific dollar amount and should be only one figure. You will be asked provide the breakdown and detail in the project budget at the end of the request or as an attachment.
- 8) Total cost of project should be equal the budgeted cost for the project. This number should be included in the overall cost of your ministry and must be consistent throughout the request. (Again, it is a specific dollar amount and is only one number.)
- 9) The application form is designed to give the committee a quick understanding of the request. If you need to articulate more about your

request, you may attach an optional narrative of up to 2 pages (single spaced, 12 point font.)

10) When asked to provide data and/or goals, please use specific figures (ie: attendance, membership, etc.). Write goals as specific, measurable targets. **For example:**

- a. **Using the fruitful practice of Radical Hospitality, the Ohio River Valley will have 2010 new people in worship in the congregations throughout the district for the calendar year 2010.**

11) “What is the project?” The question should be answered in a sentence to help the committee identify the ministry that will be funded. (ie: The name of the ministry is the “Helping Hands – food pantry.” State again which of the fruitful practices it will address.

- i. **Radical Hospitality**
- ii. **Faith Forming Relationships**
- iii. **Passionate Worship**
- iv. **Risk Taking Mission and Service**
- v. **Extravagant Generosity**

12) There will be a place in the application to provide a more complete description.