

**LUTHERAN WOMEN’S MISSIONARY LEAGUE OHIO DISTRICT
CRITERIA FOR MISSION GRANT REQUESTS**

A PROJECT SHOULD:

- A. Be mission in emphasis, extending the ministry of the Word (i.e., supporting new ministries, preserving ministries, adding to existing ministries).
- B. Fit into the plans and projections of the Ohio District, Lutheran Church-Missouri Synod (LCMS).
- C. Be current and ready for implementation.
- D. Give evidence of careful and realistic planning.
- E. Be well documented.
- F. Assure continued maintenance of the project. The project should not begin work that will have to be assumed by the Ohio District without prior approval of the Ohio District.

ORDINARILY, A PROJECT SHOULD NOT:

- A. Necessitate a permanent subsidy from the Lutheran Women’s Missionary League (LWML), Ohio District.
- B. Request funds to cover deficits or shortages in the Ohio District, LCMS or congregational treasuries.
- C. Be used for preliminary expenses relating to the construction of a facility for a mission (i.e., preliminary drawings, architectural fees, or purchase of land).
- D. Request funds that will be used outside the Ohio District.

NOTE:

- A. A project that is receiving funding from other sources will be given a lower priority.**
- B. Project funds are distributed based on votes received at convention.**
- C. Funds will be distributed *as mites are received* during the 2024-2026 biennium.**

**LUTHERAN WOMEN’S MISSIONARY LEAGUE OHIO DISTRICT
GUIDELINES FOR MISSION GRANT PROPOSALS**

1. Application forms for the Lutheran Women’s Missionary League (LWML) Ohio District mission grants are available upon request from the LWML Ohio District Vice President of Gospel Outreach, Chairman of Mission Grants Committee, Zone Presidents and the LWML Ohio District website.
 - a. In order to be considered, ten (10) copies of the application form shall be sent to the LWML Ohio District Vice President of Gospel Outreach, postmarked no later than **October 31** of the year preceding the biennial convention of the LWML Ohio District.
 - b. Mission grant requests may be submitted by individual members, societies, units, zones, congregations and boards or committees of the synodical district. For grants submitted by Zones in the Ohio District, except those submitted by boards of the Ohio District LCMS shall be approved by the Executive Board of the Zone in which they originate and require the signature of the Zone President. Grants involving a national or partner organization should be approved by that body.
 - c. Ministries/congregations who are receiving financial support from the Ohio District LCMS and who are applying for a grant from the LWML Ohio District must receive approval for the grant request from the Ohio District prior to submitting it to the LWML Ohio District.
2. The LWML Ohio District Vice President of Gospel Outreach shall then submit copies of these grant requests to the LWML Ohio District President, the Ohio District LCMS President, and the Director of Ministry Resources for evaluation. After evaluation has been made, the Mission Grants Committee shall select the mission grant requests for the ballot, after approval by the Executive Committee.
3. Zone presidents, or their representative, shall be responsible for investigating mission grant requests from within their zones upon request of the LWML Ohio District Vice President of Gospel Outreach.
4. After approval by the LWML Ohio District Executive Committee, the Mission Grants Committee will gather additional information including photographs from the grant requestors for the presentation at the LWML Ohio District convention where the delegates will decide which mission grants will be funded.
5. When changes occur in the plans of an adopted project, the LWML Ohio District Vice President of Gospel Outreach should be informed. The LWML Ohio District has the prerogative to reconsider the grant.
6. Grant Recipients are subject to compliance with the LWML Ohio District Accountability Document.
7. Funds intended for grants that are not immediately needed but which have been adopted by the LWML Ohio District convention shall be held in escrow by the LWML Ohio District until such time as the monies are required for said grant. The time of escrow shall not exceed two (2) fiscal bienniums, the biennium in which the funds are voted upon and the one (1) following. The convention may extend the time for one (1) biennium in case of extenuating circumstances. The LWML Ohio District Vice President of Gospel Outreach shall be notified in advance of the need for monies for the adopted grants from funds held in escrow by the LWML Ohio District.
8. The LWML Ohio District Vice President of Gospel Outreach and members of the Mission Grants Committee shall be responsible for investigating and reporting to the LWML Ohio District Executive Committee and the Ohio District, the progress of the grant. Reports shall be submitted for publication in the Ohio District Edition (ODE) of the *Lutheran Woman’s Quarterly*.
9. After grants have been completed, the responsibility of the LWML Ohio District ceases.

**Lutheran Women’s Missionary League (LWML) Ohio District
Mission Grant Recipient Accountability Document
Use of Funds & Reporting Requirements**

USE OF FUNDS

1. Mission grant funds must be used for the purpose(s) stated in the *Mission Grant Proposal*. Funds used for purposes not stated in the *Mission Grant Proposal* must be repaid to the LWML Ohio District. The LWML Ohio District has the prerogative to reconsider the grant.
2. When changes occur in the plans and/or implementation of an adopted grant, the LWML Ohio District Vice President of Gospel Outreach must be notified immediately. The LWML Ohio District has the prerogative to reconsider the grant. Changes in a project are subject to the approval of the LWML Ohio District Board of Directors. Failure to report changes in your project may result in funds being revoked by, or repaid to, the LWML Ohio District.
3. If delays occur in the project after funds have been disbursed, the funds should be returned to the LWML Ohio District until such time as the project may continue.
4. “Funds for grants that are not immediately needed but which have been approved by the LWML Ohio District convention shall be held in escrow by the LWML Ohio District, until such time as the moneys are required for that grant. Such time of escrow shall not exceed two (2) fiscal biennium, the biennium in which the funds were voted upon and the one (1) following. The convention may extend the time for one (1) biennium in case of extenuating circumstances. The Vice President of Gospel Outreach shall be notified in advance of the need of moneys for approved grants from funds held in escrow by the LWML Ohio District.” Article XIX, Section 2a, LWML Ohio District Bylaws

REPORTS

Mission grant recipients shall submit the following to the Vice President of Gospel Outreach:

1. Acknowledgement of receipt of funds within two (2) weeks of receiving funds. E-mail acceptable.
2. Six (6) months after receipt of funds, a written report of progress toward goals as established in grant proposal and an itemized account of grant money disbursements as spent. Spending needs to accurately reflect the original request in the grant proposal. (A copy of your proposal will be sent to you upon your request). Failure to report may result in funds being revoked by, or repaid to, the LWML Ohio District.
3. Thirty days after completion of project, a final report with pictures, itemization of how funds were spent, how the funds enabled you to share Jesus with those you serve and accomplishment of proposed goals. Failure to report may result in funds being revoked by, or repaid to, the LWML Ohio District.
4. When requested, supply material (pictures and information on the project) for an article which may appear in the Ohio District Edition (ODE) of the Lutheran Woman’s Quarterly and/or website. This information may be requested by the Chairman or a member of the Mission Grants Committee.

May God richly bless you and your mission work.

Dorene Henschen
LWML Ohio District Vice President of Gospel Outreach
4895 Larwell Drive
Columbus, Ohio 43220
dhenschen@msn.com

**LUTHERAN WOMEN'S MISSIONARY LEAGUE
OHIO DISTRICT
MISSION GRANT REQUEST APPLICATION FORM**

(Please type or print clearly all information.)

GRANT TITLE: _____

Amount Requested: \$ _____

Location of Project: _____
(Congregation, City, State)

Through whom will grant be implemented (Church organization, congregation, or agency)? _____

Is this congregation receiving financial support from the LCMS? Yes _____ No _____

If yes, this grant must receive approval from the Ohio District. Have you received approval? Yes _____ No _____

Is an individual or an organization other than the recipient presenting this request? Yes _____ No _____

Does the grant presently receive or anticipate receiving funds from other sources? Yes _____ No _____

If yes, please specify the following:

Source(s): _____

Amount: \$ _____

The following information must accompany this application form:

Please attach a brief description of:

1. The purpose of the grant. (Please be specific.)
2. How the money is to be used.
3. Your present situation showing a need that makes the request from the LWML Ohio District necessary.
4. How your request meets each of the criteria listed on the page "Criteria for Mission Grant Request."
5. The Resolution for Mission Grant Proposal (suggested format sample attached).

NEEDED:

Signature of LWML Zone President Phone Zone Date
or designee of national organization

RETURN TEN (10) COPIES OF THE SIGNED APPLICATION FORM, DESCRIPTION AND RESOLUTION POSTMARKED NO LATER THAN OCTOBER 31, 2023, TO:

**Dorene Henschen
LWML Ohio District Vice President of Gospel Outreach
4895 Larwell Drive
Columbus, Ohio 43220**

For LWML Ohio District use only:

Date Application received _____ Number of copies received _____

**LUTHERAN WOMEN'S MISSIONARY LEAGUE
OHIO DISTRICT
MISSION GRANT REQUEST APPLICATION FORM
(continued)**

Name(s) of person(s) from whom more information can be obtained:

Name _____
Title _____
Address _____
City, State, Zip _____
Phone _____
E-mail _____

Name _____
Title _____
Address _____
City, State, Zip _____
Phone _____
E-mail _____

Name of individual, society, congregation, or zone submitting grant request:

Name _____
Address _____
City, State, Zip _____
Phone _____
E-mail _____
Website Address _____

Signature of person preparing form _____
Address _____
City, State, Zip _____
Phone _____
E-mail _____

**SAMPLE RESOLUTION
FOR
MISSION GRANT PROPOSAL**

WHEREAS: Christ in His holy Word includes children in the Kingdom of Heaven (Matthew 9:14), and

WHEREAS: The education of small children is an important part of each congregation's mission outreach, and

WHEREAS: _____ Lutheran Church of _____ wishes to use its present educational facilities to reach out to our community through a half-day preschool program, and

WHEREAS: Help with startup costs for school equipment and supplies is needed by the congregation to get this project underway, after which the project will be funded through tuition costs and help from the congregation's budget, therefore be it

RESOLVED: That the Lutheran Women's Missionary League Ohio District assembled in convention at _____ Lutheran Church, _____, Ohio on June 21-22, 2024 grant the sum of \$ _____ to enable this preschool program to begin.

Explanations:

First WHEREAS, States the goal citing the Biblical basis for the grant.
Second WHEREAS, States the need for the grant.
Third WHEREAS, States further need.
Fourth WHEREAS, Briefly summarizes the previous segments.
RESOLVED, States specifics of the resolution.

NOTE: DO NOT RETURN PAGES 1-3 AND PAGE 6 WITH YOUR APPLICATION. THEY ARE FOR YOUR INFORMATION ONLY. THANK YOU!