2021 LWML Mission Grants Pre-Convention Seminar PowerPoint Slide

Title, Text, and Slide Notes

Initial Slide Image: LWML Icon

Slide 1:

Text:

LWML has been globally running the race through its mission grants since 1942.

*Let us run with endurance the race that is set before us* (Hebrews 12:1).

NOTES:

**Give a welcome and open with prayer.**

**Introductions**

**During our time today, we will give you guidelines on mission grant writing and evaluation. We also hope to answer your questions such as: How can we improve our district mission grant submission process? How do we evaluate a mission grant proposal?**

Slide 2:

Title: Mission Grant Writing & Evaluating

Text:

Goal: To help you understand the criteria for a viable mission grant proposal so that you may apply this information in your district.

NOTES:

**Our goal is to help you understand the criteria for a viable mission grant proposal.**

**How many of you have written a mission grant proposal for either district or for national?**

**Was it accepted for the ballot? Was it voted for funding? Writing a mission grant proposal can be daunting. But hopefully, today we will give you information that will make it easier.**

Slide 3:

Title: How to Get Started

Text:

Get to know the needs within your district!

* Work with your LWML district president
* Work with your LCMS district president

NOTES:

**On the LWML website is our “Mission Grant Proposal How to Get Started” resource. It may help with finding a worthy cause for a grant proposal.**

**What about looking for grant opportunities within your zone or community? Your LWML and LCMS district presidents can be great resources.**

Slide 4:

Title: Check the Mission Grants Bank!

Text:

Mission Grants Bank at [*www.lwml.org/grants-bank*](http://www.lwml.org/grants-bank)

LCMS CONTACTS:

LCMS Mission Advancement Grants Manager Mary Hamilton and

Chief Missions Officer Rev. Kevin Robson *LCMS.LWMLconnect@lcms.org*.

NOTES:

**As you are look for grant recipients, check the Mission Grants Bank!**

**How many of you are familiar with the LWML Mission Grants Bank located on the LWML website under the “Missions Grants” tab? These grants have gone through the grant selection process, have been evaluated by the LWML Mission Grants Selection Committee, and are viewed as viable grants. Be sure to check the Bank to see if there is a grant proposal from your district that you could include on your ballot.**

 **If you looking to include a possible national or international grant, you may find one you like in the Bank. It’s likely that a national or international grant may be too large for one district. See if another district would like to join yours in funding a grant or contact them about partial funding. The Mission Grants Bank can be accessed at** [***www.lwml.org/grants-bank***](file:///C%3A%5CUsers%5Ccjblum%5CAppData%5CLocal%5CTemp%5Cwww.lwml.org%5Cgrants-bank)**.**

**Another contact for finding grant recipients is the LCMS Mission Advancement Office; Mary Hamilton is the Grants Manager. Her contact information is on the screen. Rev. Kevin Robson is the LCMS Chief Missions Officer and is also available at** ***LCMS.LWMLconnect@lcms.org*****. Please factor in the time for the research, writing, and reviews. Starting three-four months ahead of your deadline is best!**

Slide 5:

Image: close up of the cover of “Mission Grant Guidelines”

NOTES:

**The criteria that the LWML Mission Grants Committee uses for the selection of grants at the national level is written in the “LWML Mission Grant Guidelines.” It serves as a guide to writing, submitting, and evaluating mission grant proposals for national grants. It is recommended that it also be used for district grants.**

**You may be asking why LWML recommends this. As you saw in the first slide, LWML has been globally running the race through its mission grants since 1942. The districts have been running the race right alongside of national. Conservatively, I can say that since 1942, the districts have funded over 8,000 mission grants, totaling 52 million dollars.**

**Our Lord has graciously provided many gifts for us to use. It is our responsibility to make sure we use them wisely! We want to ensure our Master will reply, “Well done, good and faithful servant” (Matthew 25:21).**

Slide 6:

Title: Terminology — Mission Grant Jargon

**Submitter:** Author of a mission grant proposal

**Administrator:** The person responsible for requesting funds and monitoring the mission grant proposal

**RSO:** Recognized Service Organization

Please go to the LCMS website for a list of these organizations:

[*www.lcms.org/how-we-serve/mercy/recognized-service-organizations/directory*](http://www.lcms.org/how-we-serve/mercy/recognized-service-organizations/directory)

NOTES:

**Within your districts, your mission grant criteria may be the same as national’s criteria, but may be worded differently. When is the last time we reviewed our mission grant guidelines? It is recommended that guidelines be reviewed each biennium. Is the guideline terminology user-friendly for your grant submitters? Here is the terminology used in the “LWML Mission Grant Guidelines:”**

**Submitter: Author of a mission grant proposal.**

**Administrator: The person who is responsible for requesting funds and monitoring the mission grant proposal. If the grant request is a foreign mission, the administrator must reside in the United States.**

**RSO (Recognized Service Organization): The Lutheran Church—Missouri Synod works with independent Recognized Service Organizations (RSOs) that agree to ensure their programs are in harmony with the doctrine and practice of the LCMS. Please go to the LCMS website for a list of these organizations.**

Slide 7:

Title: Terminology — Mission Grant Jargon

Text:

**Resolution:** A formal statement of intended action

**Whereas Statements:** Explain **why** the action should be taken

·     **WHEREAS:** Grant goals (God’s command to us)

·       **WHEREAS**: Needs

·       **WHEREAS:** Purpose

·       **RESOLVED:** Amount needed for the organization/ministry

NOTES:

**Resolution: A formal statement of intended action. This should be specific, but brief.**

**Whereas Statements: Explain *why* the action should be taken.**

**·       WHEREAS: Grant goals (God’s command to us)**

**·       WHEREAS: Needs**

**·       WHEREAS: Purpose**

**·       RESOLVED: Amount needed**

**As we move forward in this presentation, we will be using some of this terminology.**

Slide 8:

Title: Be Mission in Emphasis, with a Clear Gospel Element

Text:

* Is it extending the ministry of the Word?
* Is it spreading the Gospel?

NOTES:

**Be mission in emphasis, with a clear Gospel element. Is the mission grant proposal extending the ministry of the Word? In other words, spreading the Gospel?**

**This is of primary importance. If the proposal isn’t spreading the Gospel, it should not be considered. We all realize some proposals are more physical than spiritual, such as compassionate care or supplies, but make sure that the proposal has a strong spiritual component.**

Slide 9:

Title: Location

Text:

Consider where your grant is to be used: local, district, national, or international.
We encourage you to fund locally! You know the needs of your district best.

NOTES:

**Consider where the grant is to be used: is it local, district, national, or international? We encourage you to fund locally! You know the needs of your district best.**

**Strive to stay within your district, or share a mission grant with a neighboring district that will benefit both districts. Do this to spread your mite offerings in a variety of ways. Encourage the women of your district to submit local mission grant proposals.**

Slide 10:

Title: Ask the Question

Text:

Does the grant align with the strategic objectives and operational plans of the LCMS?

NOTES:

**Does the grant align with the strategic objectives and operational plans of the LCMS?**

**The seven mission priorities can be found on the LCMS website at** [***www.lcms.org/about/seven-mission-priorities***](http://www.lcms.org/about/seven-mission-priorities)***.***

Slide 11:

Title: Ready to Go

Text:

* Is the proposal current and ready for implementation?
* Will it be **ongoing** in nature, with assurance of continuing after the grant monies have been expended?

NOTES:

**Is the proposal current and ready for implementation? Are the people submitting the proposal ready to act, build, or serve? We want to make sure that the grant money will be used within the timeline. It does not serve the Lord well, or spread the Gospel, if grant money is sitting in the bank for a biennium or two.**

**Will it be ongoing in nature, with assurance of continuing after the grant monies have been expended?**

**Sustainability! Proposals should be ongoing in nature, with assurance of continuing after the grant monies have been expended. Will the Lord’s work continue through this grant recipient?**

Slide 12:

Title: Filled with Purpose

Text:

Does the proposal have a clearly stated purpose, so the reviewer can tell exactly for what the money will be used?

NOTES:

**Does the proposal have a clearly stated purpose, so the reviewer can tell exactly for what the money will be used?**

**The phrase “the funds will be used to spread the Gospel” isn’t enough information. *How* will this be done? Did they include a financial statement or a projected budget for the mission project?**

Slide 13:

Title: Submitted by …

Text:

Record who submitted the grant.

NOTES:

**Is the grant proposal from an LWML member or a Mission Office of the LCMS? This should be clearly stated; simply including their name is not enough. Any LWML member, group, zone, district, or the LCMS Office of the President, or the Mission Offices of the LCMS may submit a grant proposal for consideration on the national level. Is this specified in your district?**

Slide 14:

Title: Checklist of Reviews and Approvals

Text:

The LCMS district president, the LWML district president, and pastoral counselors review and/or approve the mission grant proposal.

NOTES:

**Along with the LWML district president’s approval, the LCMS district president’s approval should always be your first step in the mission grant process. If you’ve discussed your mission grant proposal with them in advance, most common issues can be avoided.**

**Does your LCMS district have a mission executive? He or she can also provide guidance and ideas about the needs in your district.**

**How do you receive grant proposals and distribute them for review? By mail or by email – or a combination of both? Allowing time for either method – and then the review time – is important!**

Slide 15:

Title: Please Sign Here!

Text:

Recommended **signatures** for every district grant proposal:

LWML district president
LCMS district president
**Both need to review!**

When are recommendations needed from LCMS?

NOTES:

**These are the recommended signatures every district mission grant proposal should have:

LWML district president and LCMS district president: *both need to review!***

**Has it been approved by the appropriate LCMS district, national, or international representatives and/or mission grant executive (if applicable)? If you are considering funding a grant that is outside the United States, the LCMS chief mission officer will need to review the grant proposal.**

**It is also recommended that you seek feedback from the Office of National Mission Rev. Bob Zagore if you submit – or receive a grant for a project outside of your district or one that will be in partnership with another district.**

**Please give the LWML district president, LCMS district president, and — if applicable — the LCMS mission offices enough time to read the proposed mission grants and respond back before the proposal continues on to your district mission grant committee, executive committee, or board of directors.**

Slide 16:

Title: Photo Release

Text:

In order to use photos in mission grant proposals, a signed photo release form is required as part of the grant submission process.



NOTES:

**In order to use photos in mission grant proposals, a signed photo release form is required as part of the grant submission process.**

**This is done so that you can use the photos at your conventions and on your website. Some photos might be copyrighted. Also, in some areas of the world where we have missionaries, sharing photos could put the missionaries in harm’s way, due to political and social concerns. In that case, publishing photos would not be allowable. Do your district mission grant selection committee members have these guidelines and resources?**

Slide 17:

Title: District Mission Grant Selection Process

NOTES:

**It is recommended that all grants be approved by LCMS and LWML district presidents, as well as our pastoral counselors, before they are sent to the district mission grant committee. That committee should also include your pastoral counselor. The committee then reviews and prepares a list of recommended grant proposals for the ballot, utilizing the criteria presented.**

**Mission grant proposals are then reviewed and approved by the LWML district executive committee and perhaps the LWML district board of directors, before they are placed on the ballot. The inclusion of these advisors is vital and should not be omitted.**

Slide 18:

Title: Mission Grant Selection Meeting

Text:

1. Open with prayer.
2. Use the “Mission Grant Vetting and Evaluation Tool,” available on the LWML website.
3. Recommend mission grants for the ballot.
4. Send proposed mission grants to your executive committee and your board of directors for
 approval.

NOTES:

**As you begin your mission grant selection process, remember these steps:**

1. **Open with prayer. We honor and praise God; we acknowledge His power and wisdom; we ask for His guidance.**

**2. As the committee reviews the process of recommending mission grants for the ballot, do your bylaws specify how this process is completed? What committee chooses the grants for the ballot? Who is part of this committee? We recommend using the “Mission Grant Vetting Tool” that is on the LWML website.**

**3. The committee recommends the mission grants for the ballot.**

**4. Is your slate of mission grants for the ballot approved by the LWML district board of directors, the executive committee, or both? Are the timelines for proposals specified? All of these procedures should be in your bylaws, standing rules, or guidelines, so be sure to check and follow them.**

Slide 19:

Image: Mission Grant Evaluation and Vetting Tool

NOTES:

**This “Mission Grant Vetting & Evaluation Tool,” along with other district mission grant resources, is available on the LWML website at *www.lwml.org/district-missions*. This is the same one the national mission grant selection committee uses when evaluating national mission grant proposals.**

Slide 20:

Title: Mission Grant Distribution Guidelines & District Bylaws

Text:

1. How do you determine the order in which the grants are paid?
2. What happens if a grant is unpaid?
3. What happens if grant money needs to be reallocated?
4. What is your reallocation process?
5. What do you do with biennium mission goal overages?

NOTES:

1. **How do you determine the order in which the grants are paid? Do you have an Excel grid for counting these votes? There is a grid available on the LWML website. Just type “Assembly of Leaders resources” in the search bar, and go to “Mission Grant handouts.”**
2. **How do you handle grants that are not paid during the biennium? Do you verify that it is still a viable grant? If funds will not be available, have you contacted the mission grant recipient about the delay?**

**3. What if grant money needs to be reallocated?**

**4. What is your reallocation process?**

**5. The blessing of a biennium mission goal overage! How do you respond to an overage at the end of the biennium? It’s good to have a directive in your bylaws so you don’t need to make this decision at random.**

Slide 21:

Title: District Convention Speakers Who have Mission Grant Proposals on the Ballot

Text:

Speakers who have mission grant proposals on the ballot need to speak **after** the vote for grants.

Exhibitors who have mission grant proposals on the ballot: Exhibits can be open, but no campaigning or soliciting votes for their proposal is allowed.

NOTES:

**Your district bylaws or standing rules should clarify how this is done. At the national level, the president is made aware of this and schedules the speaker on the agenda after the mission grant vote is taken. Also, exhibitors with mission grant proposals on the ballot are asked to not campaign for their proposal.**

Slide 22:

Title: Mission Grant Follow Up

Text:

* Ask for a report on what has been accomplished with the grant money, and ask for photos to use at your convention, in your newsletters, and on your website!
* Send the check with a letter, or present it in person: Photo Op!
* Start a “Your Mite Offerings Make an Impact” page on your website!

NOTES:

**Mission grant follow up is so important!**

* **Ask the submitter or grant administrator for a report on what has been accomplished with the grant money, and ask for photos to use at your convention, in your newsletters, and on your website!**
* **Check to be sure you have a signed photo release form.**
* **Send the check with a letter, or present it in person: Photo Op!**
* **Start a “Your Mite Offerings Make an Impact” page on your website!**

**Samples of the letter and forms are available on the website under the “Mission Grants” tab. Click on “Resources for District Missions.”**

Slide 23:

Text:

Throughout all this, pray.
Thank God. Pray.
Ask for guidance. Pray.
Thank God.

NOTES:

**Pray! This is the most important thing you can do as Lutheran Women in Mission! Pray for your grants, pray for your committee, pray for your grant recipients, pray for the grant proposals that were not funded, pray for your leaders, pray for yourself, pray that the Holy Spirit will guide you in all you do.**

Final Slide:

Image: LWML icon

NOTES:

**Are there any questions?**

**I hope this presentation was helpful! Please remember that you can contact the Vice President of Gospel Outreach and any of the representatives from Synod with further questions.**

**Close with prayer.**