



The First Congregational Church of Western Springs 2023 Mission and Outreach Grant Application

Application Procedures:

- This grant application serves as a request for funding from the [Mission and Outreach Ministry](#) of the [First Congregational Church of Western Springs](#).
- All questions should be answered.
- Grant requests are reviewed in December-February. As such, applications must arrive at the church office on or before December 15, 2023
- Please email the completed application to beth@wscongo.org.
- If you are unable to email all or a portion of the application, please mail to:

Rev. Meredith Onion, Associate Minister
First Congregational Church of Western Springs
1106 Chestnut Street, Western Springs, IL 60558

- All applicants will be notified of the Outreach Ministry's funding decisions in March 2024

About the First Congregational Church of Western Springs

The First Congregational Church of Western Springs (United Church of Christ), located west of Chicago, is a growing church with strong member participation. We seek to be a faithful people and live out our faith in Christian mission and service. As a family of faith, we come from many Christian traditions. Thus, we strive to honor past traditions as we forge new ones together.

The Mission and Outreach Ministry is responsible for distributing the church's yearly mission budget on behalf of the congregation and identifying creative ways to engage the congregation in hands-on mission work outside our walls. We commit to partnering with outside organizations to serve those most vulnerable in our human family, supporting programs which relieve suffering, restore hope and dignity, and provide tools for the future. Of primary interest to us is the participation and empowerment of those whom we support.

Thank you so much for applying. We look forward to learning more about your organization.

Should you have any questions, please contact Meredith Onion at meredith@wscongo.org or Michelle Halm, Chair, Mission and Outreach, at michellejhalm@gmail.com.

Part I. Background Information

Submission Date: _____

Name of Organization: _____

Address:

Phone: _____

Website: _____

Individual Completing the Application:

Name: _____

Title: _____

Email: _____

Direct Phone: _____

Additional Key Personnel:

Name: _____

Title: _____

Email: _____

Direct Phone: _____

Amount of funding requested: _____

(Please be aware that The First Congregational Church of Western Springs will take into consideration funding level requests but reserves the right to determine the funding level)

How many employees do you have?

Full-time _____ Part-time _____

Please check any of the following that describes your organization's services:

Homeless/housing

Children/Youth

LGBTQ+ Population

Environment

Physical and/or Mental Health

Developmentally/Other Abled

Immigration/Refugees

Seniors

Prison Ministry

Poverty Reduction

Underserved Population

We provide ongoing REDI training for our employees and board members.

If yes, please describe the content and frequency of training:

Part II. Organizational Impact Questions

1. Please describe your organization's core focus, mission, or activities: (Note: a brief statement may be supported by a brochure or single page summary)

2. What impact does your organization have on its constituents?

3. How do you measure impact?

4. How will your organization use the grant funds to promote individual or community self-reliance and/or provide direct services? Please explain if the funds will be used for your general purposes or a specific program.

5. If possible, please indicate the approximate number of people (infants, children, adolescents, adults, or seniors) benefiting from this award.

- _____ Infants
- _____ Children
- _____ Adolescents
- _____ Adults
- _____ Seniors

6. Please describe potential partnership opportunities for our congregation and your organization (i.e., hands-on volunteering; clothes, food, or supply donations; tutoring; administrative support; board member; youth activities, etc.)

Part III. Supplemental Documents

Please include all the following documents with your application. If they are not available, please explain why.

1. Most recent annual report
2. Financial statements (financial position and revenues and expenses) for the two most recent full years, or two years' Form 990, if available.
3. Most recent full year budget.
4. IRS tax determination letter or other similar document indicating that your organization is qualified as a public charity under Section 501(c)(3).
5. If available, please indicate what percentage you spend on programming costs (vs. administration and overhead) _____
6. A copy of a current Certificate of Good Standing from your state (if United States based).

Thank you!