

## Church of the Brethren, South/Central Indiana District

### **Congregational Loan and Grant Program Guidelines**

The South/Central Indiana District of the Church of the Brethren exists to support its member congregations in all aspects of ministry. Sometimes congregational ministries are held back by lack of start-up funds, by facility limitations or by the cost of maintaining aging structures. Most congregations have no choice but to borrow money from financial institutions at high rates of interest or to postpone key initiatives or projects until the funds have been raised. In an attempt to be faithful stewards of district resources, the South/Central Indiana District has established the Congregational Loan and Grant Program [the Program] as a resource to enable congregations to acquire, expand, or repair facilities, and to launch new/expanded ministries within the South/Central Indiana District. The Program is NOT intended to provide financial support for ongoing operations and/or routine facility/property maintenance.

#### **How the Program works:**

1. Congregations [including recognized fellowships] of the South/Central Indiana District can apply for loans or grants from funds set aside by the district board for that purpose.
2. The district's Loan and Grant Commission administers the Program according to the guidelines set forth in this document.
3. Approval of loan and grant applications will be dependent on the availability of funds and may be subject to considerations such as "greater need" or "first come, first served" at the discretion of the commission with guidance from the district board.
4. Loan and Grant requests for \$10,000 or less may be decided by the commission without district board review, but the commission must get approval from the district board to honor loan or grant requests for amounts in excess of \$10,000.
5. For loan or grant recommendations in excess of \$10,000 that are taken to the board for approval, a representative from the requesting congregation must attend the district board meeting to present their proposal and clarify any questions that may exist with respect to their proposal.
6. When a congregation's application is approved, the commission will work with the congregation to execute an agreement specifying the terms and conditions associated with the loan or grant.
7. Approved loans will be provided *at 0% interest* with the understanding that the loan will be repaid into the fund (as specified in the loan agreement) to again become available as a funding source for future loans and grants.
8. Approved grants will be provided *with no expectation of repayment* as long as the funds are used for the purposes outlined in the application. The grant acceptance agreement will identify the primary purpose of the grant, and will further specify conditions under which the receiving congregation agrees to *repay* any funds not used to fulfill that primary purpose.

9. Grant acceptance agreements will include a requirement that matching funds be provided by the congregation as a qualifying condition for receiving the granted funds. The percentage match will be negotiated when executing the grant acceptance agreement.
10. To help ensure wide availability to all congregations, individual congregations must wait at least two years from the date that a loan is fully repaid or a grant's objectives are fulfilled before applying for either a new loan or new grant.
11. Once the loan or grant request is approved and an agreement is executed, funds will be disbursed within four to six weeks.
12. Throughout the progress of the funded project, the commission will remain in contact with the receiving congregation to monitor progress of the project and to ensure that the terms and conditions of the executed agreement are being met.
13. Upon completion of the funded project, the congregation shall prepare a brief report to share the results of the work with the rest of the district. The report shall contain a summary of the project's final costs and a brief description of how the project has benefitted the congregation or enhanced the congregation's effectiveness plus any insights gained that would benefit other congregations. This report will be shared at District Conference.

The South/Central Indiana district board prays that this program will bless many congregations as we work together in ministry as brothers and sisters in Christ.

For further information or to request an application, please contact:

(mailing address)     S/C Indiana District Office  
                                 PO Box 32  
                                 North Manchester, IN 46962

(street address)        S/C Indiana District Office  
                                 645 Bond St.  
                                 Wabash, IN 46992

Phone: (260) 274-0396

Email: scindcob@gmail.com

Adopted February 11, 2023 by the South/Central Indiana District Board.

Affirmed \_\_\_\_\_, 20\_\_\_\_ by the S/C Indiana District Conference.

## **Congregational Loan and Grant Program**

Church of the Brethren, South/Central Indiana District

### **Application for Funding**

Loan Request     Grant Request

Date of Application:

Name of Congregation:

Mailing Address:

Contact Person:

Contact Email and Phone Number:

Contact Role or Title:

Amount of Funding Requested:

Project Qualification:     New ministry initiative     Significant facility repair  
                                   Ministry expansion                     Facility expansion

Project Description/Overview: (please provide as much detail as you deem necessary for others to understand what you plan to do with the funds)

Project Budget or Estimate of Overall Cost:

Expected Outcomes / Impact Statement: (please describe how completion of this project will enhance your congregation's effectiveness)

Congregation's Annual Budget: (please attach a copy of the congregation's most recent annual budget)

Current Status of Project:     Still in visioning stage  
   Detailed planning completed  
   Project already in progress

Send completed form and attachments to: South/Central Indiana District Office, PO Box 32, North Manchester, Indiana 46962, or e-mail as .pdf attachment to: scindcob@gmail.com

-----OFFICE USE ONLY -----

Upon careful and prayerful review, the above application for a loan or grant has been:

\_\_\_ Approved in the amount of \_\_\_\_\_  
(attach executed agreement prior to disbursement of funds)

\_\_\_ Denied and returned with statement of rationale

\_\_\_ Placed on hold pending additional input from requesting congregation

Grant and Loan Commission Chairperson Signature:

\_\_\_\_\_

Date of Action \_\_\_\_\_

District Board Chair Signature (required for amounts above \$10,000):

\_\_\_\_\_

Date of Board Approval \_\_\_\_\_