

Guidelines for Submitting a Nebraska North District LWML

Mission Grant Proposal

Mission Grants Should:

- Benefit a Lutheran Organization
- Focus on extending the ministry of the Word
- Be current and ready for implementation
- Be well documented – include amount of funds requested, use of funds, and if partial funding is requested – the source of any additional funds

Who May Submit a Proposal:

- Any member, society or zone of the LWML
- Any District, Church School or Board of the LCMS
- Any Recognized Service Organization(RSO) of the LCMS

What is the Deadline for Proposal Submission:

Email received no later than 11:59 p.m. December 1, 2019

Procedure for Submitting a Grant Proposal:

- Complete the following documents
 - Cover Page for Mission Grant Proposals
 - Detailed Information Paper to include the following sections
 - Statement of Need
 - Description of how the grant is Mission-Focused
 - Detailed financial accounting
 - Plan of action and accountability
 - Name of Contact Person and email for official correspondence
 - List and amount of funds being requested from other agencies
 - Plan for continued support or maintenance
 - Lay description – Brief (150 words or less) of the project scope (to be given to the convention body)
 - 5 – 10 high quality digital pictures which will help delegates visualize the mission and a signed Photo Release Form
 - Signature page (signed by the submitter and Project Administrator)
- Combine all documents into a single PDF (except pictures)
- Submit all documents as one file to:
 - Vice President of Gospel Outreach
 - Joyce Bueth
 - 11407 S. 198th Street
 - Gretna, NE 68028
 - j_bueth@hotmail.com
- Submit by mail:
 - Photos on flash drive
 - Original signed signature page