

Fredericksburg United Methodist Church Foundation, Inc.
Grant Award Requirements and Procedures
(Board Approved December 7, 2021)

Fredericksburg United Methodist Church Foundation, Inc. (FUMC) was chartered as a corporation in 1986 to be an additional or an alternate opportunity for giving. It is a separate and independent entity to help people and the Church through grants as permitted and allowed under Article VIII Allocation of Funds of the Foundation's bylaws. Foundation grant award requirements and procedures are:

- Must be used for religious, charitable or educational purposes, and strictly in accordance with the proposal and/or budget submitted.
- The Foundation will only entertain grant requests submitted in writing from the Leadership Council with sufficient documentation as to scope and goals of the project, need, and planned use for the requested funds. Any request must be for projects or needs unable to be funded within FUMC Annual Church Budget. Requests for funding chosen by the Leadership Council will be submitted to the Foundation in priority of importance. There may be years when funding requests are not required.
- The Leadership Council may submit requests to the Foundation at any time during a calendar year for review and possible action.
- Foundation grant award opportunities are limited to such as:
 - ✓ A priority is scholarships to sponsored members of the Fredericksburg United Methodist Church for study to enter full or part-time Christian ministry.
 - ✓ Support to named church activities, programs, or needs as presented by the Leadership Council.
 - ✓ Capital campaign or capital improvement assistance.
 - ✓ Church assistance for an unexpected situation of an emergency local nature.

FOUNDATION GRANT APPROVAL PROCESS:

- As grant requests may come only from the Leadership Council it is necessary for all various church groups to first submit for funding as part of annual church budgeting process. Finance then vets all funding requests and develops a proposed annual budget. Should a requested church activity or project not be funded within the annual budget developed the Leadership Council may decide to submit to the Foundation a grant request(s) for this unfunded activity the Leadership Council deems important and beneficial to Church and is an activity permitted under Foundation funding guidelines.
- Upon receiving a written and documented grant award request the Foundation Board will meet to review and discuss each request. The Board remains mindful that the Foundation is either an additional or an alternate opportunity for our members and others to make gifts and bequests. Therefore, the Foundation Board will deliberate carefully, thoughtfully, and independently as to the merits of each funding request made by the Leadership Council. It is essential and be demonstrated that any Leadership Council grant request be the result of an inability to fund through the FUMC annual budget.
- The Foundation will consider the priority or need established by the Leadership Council.
- Grant approval will be reviewed in conjunction with:
 - a. The availability of funds for disbursement.
 - b. The Foundation Spending Policy and other Foundation policies.
 - c. The specifics of the project and how relates to the mission of the Fredericksburg United Methodist Church and/or the United Methodist Church.
 - d. The Foundation will not usually contribute toward continuing operating budgets, debt retirement, or endowments.
 - e. The Foundation will not usually make grants toward projects outside of Gillespie and adjacent counties nor outside the United States.

f. The Foundation will not usually make long-term commitments for funding.

NOTE: The Foundation remains under no obligation nor is required to fund any or all requests from Leadership Council.

- No funding payment shall be made for any approved funding request without presentation of appropriate documentation such as invoice or receipts. Any approved funding (in full or part) not spent within the calendar year approved will then transfer to the Church's Director of Finance and put into a restricted Foundation account to be distributed as may be required by the Church's Director of Finance during this following calendar year upon presentation of appropriate documentation. Church's Director of Finance shall provide documentation to the Foundation Treasurer regarding all distributions made from this restricted Foundation account. Any funds that may remain unallocated from this restricted Foundation account at the conclusion of this following calendar year shall be returned to the Foundation for reallocation and any Foundation funding obligation terminates.
- Any disapproval of a Leadership Council request will be clearly communicated as to reason for not funding such as lack of funding for this priority, inappropriate for funding, etc.