



West Virginia Annual Conference Board of Global Ministries



Guidelines for Virginia Higgins Grants

Mission Statement

The purpose of Health and Welfare Ministries shall be to assist United Methodists to become involved in Health and Welfare ministries and programs, especially in the areas of child care, aging, health care, and persons with handicapping conditions; and to assist organizations, institutions, and programs related to the West Virginia Annual Conference and other units of The United Methodist Church in their involvement in direct service to persons in need through both residential and non-residential ministries.

Application

Complete the application. Additional pages may be included—use the same numbering system for the items/questions as listed on the application. Completed applications must be postmarked by **April 15 of the current funding year.**

Priorities in Funding

Sixty percent (60%) of the available distributable income will be granted each year to the on-going mission and ministry of the Health and Welfare Institutions of the West Virginia Annual Conference.

Criteria for Funding General Projects

1. The remaining forty percent (40%) of the available distributable income will be granted to local United Methodist Churches, Outreach Agencies, and other conference structures engaged in Health and Welfare Ministries.
2. Funds will not be granted to for replacement of existing funds.
3. Funds will not be granted for salary support.
4. The group or agency making the application may submit only one proposal per funding cycle. If the proposal is not approved when first submitted, the group or agency must resubmit for the next funding cycle. However, no proposal will be considered for funding by the Health and Welfare Coordinator more than twice.
5. Projects will be funded for no more than a three-year period.
6. The maximum grant to any project will be \$5,000 annually.
7. Demonstration that the project proposal relates specifically to the Mission Statement of Health and Welfare Ministries.

What Happens If Your Project Is Funded

1. You will receive a letter (or email notice) from the Health and Welfare Coordinator informing you of the approval and funds will be mailed to you by June 1.
2. Upon completion of the funding project and no later than December 31 of the current funding year, a written evaluation summary will be submitted to the Health and Welfare Coordinator.

The evaluation shall include:

- a detailed listing of expenditures for the project,
- a brief summary of accomplishments.

If all funds have not been spent by December 31, submit an explanation:

- that explains why funds have not been spent,
- that explains how and when the funds will be utilized or that the funds will be returned to Health and Welfare Ministries.

Designation of Payee

Checks will be made to the United Methodist sponsoring organization which has responsibility for seeing that the funds are distributed for the purpose intended. If, after a period of 180 days, the funds have not been utilized as specified in the grant, they shall be returned to Health and Welfare Ministries plus any interest earned while held by the payee organization.

Applications must be postmarked no later than April 15 of the current year.

Return completed application to:

Rev. Ray Stonestreet
Health and Welfare Coordinator
PO Box 478
Lavalette, WV 25535

If you have any questions, you may contact Rev. Stonestreet at rdstonestreet@gmail.com or 304.523.5931.