

Section II: RLC Individual Grants

What RLC Grant monies for Individuals will support...

The RLC Committee is often able to help with the cost of new programs or services – or with expansion of existing services – within a local church. It can assist individual churches with programs or events that also benefit other local churches. The Committee can aid in the development of new congregations, provide emergency funds to local churches, and help pay for a crisis counselor to assist a local church with conflict resolution.

Further, the Committee can grant funds to assist lay leaders and clergy in attending developmental workshops, and help laity, clergy, and youth with the costs of wider mission activities. Finally, the Committee can supply financial support to Conference programs, which directly benefit local churches, and can help pay for Interim Ministry training. In all these situations, the RLC Committee anticipates that the applicant will also have pursued and documented other avenues of potential funding.

For example:

- Sponsor laity, clergy, and youth participation in the wider mission activities of the United Church of Christ
- Provide assistance for lay leaders, youth, and clergy to attend developmental and leadership training workshops

RLC Grant Application Process for Individuals:

- Awards are granted by a majority vote of the Resourcing the Local Church Committee, which is made up of seven people, both laity and clergy, one representative elected by each Association in the Maine Conference and a Conference Minister that serves as an ex-officio member.
- Applicant will be notified of the RLC Committee's decision within one week of the meeting.
- Grants are typically paid by the Conference Business Office upon receipt of either invoices or receipts from Grantee. Payment cannot be made based on estimates.
- Grants must be disbursed six months from the date Grantee receives written approval from RLC. Grantee may request additional time if necessary.

- The **Resourcing the Local Church Committee** usually meets three or four times per year, although additional meetings can be arranged for urgent applications.
- Deadline for applications are **January 1, April 1, July 1, and October 1** each year.
- Assure the project falls with the guidelines of the grant.
- Determine what other funding sources are available.
- Provide a one page description of the planned project. Include information on other options that were considered when deciding how to accomplish the project.
- Complete the RLC Individual Grant Application.
- Return the completed grant application to:
 - Resourcing the Local Church Committee
 - Maine Conference UCC
 - 337 State Street, Suite 3
 - Augusta, ME 04330-6122
- Following notification of acceptance of the application and completion of the project, submit invoices or receipts for the completed work to the Maine Conference business office.
 - Maine Conference UCC
 - 337 State Street, Suite 3
 - Augusta, ME 04330-6122
- Projects must be completed within 6 months of the grant's approval. Funds not utilized within 6 months tie up much needed funds that could be used to serve other individual applicants within the Maine Conference.
- Grantees are to report to RLC after expenditure of grant funds.
- Grantees must inform the RLC Committee of any delays or extenuating circumstances, i.e. illness, cancellation of program, etc.



Date _____
Name _____
Street/ PO Box _____
Town _____ ZIP _____

Phone(s) _____ Cell _____ Email _____

Church Membership _____

Church Address _____

Church Phone _____ Email _____

How long have you been a member of this church? _____

Have you applied for an RLC Grant before (check one): Yes No

Current Employment _____

For how long? _____ Retired? (Check one) Yes No For how long? _____

Employment prior to retirement _____

Name of Project _____

Total Cost _____ Amount Requested from RLC _____ Date Needed _____

Your Contribution \$ _____ Your Church's Contribution \$ _____

Have you sought other sources for funding? (Check one) Yes No

If so, list the source(s) and the amount received _____

Required Signatures:

Applicant _____ Pastor _____

Additional Requirements and Information:

Provide a **detailed description** of not more than **250 words** how you will use the requested funds. List the ways in which you support and actively participate in the life of your congregation and include **how the grant will benefit the ministry of your local church**

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- Deadlines for applications are **January 1, April 1, July 1, and October 1** each year.

Return your completed application to:

Resourcing the Local Church Committee
Maine Conference UCC
337 State Street, Suite 3
Augusta, ME 04330-6122

Conference Phone: 207-622-3100

Conference Fax: 207-622-3102

E-mail: conference@maineucc.org



For more information about the types of programs and projects RLC Grants will fund, you can request a copy of the **RLC Brochure** or Contact the Maine Conference office or take a look at Resourcing the Local Church on the conference website: <https://www.maineucc.org>.