

ABCUSA MATTHEW 25 GRANT APPLICATION - 2018



A generous donor has given a sum of money through American Baptist Churches USA Office of the General Secretary, to be used for programs that address "housing, feeding, education and health with regard to the less fortunate." A panel will select recipients for grants of up to \$5,000. Awards will be granted only to ministries of an American Baptist church in good standing with their Region. This is a change from previous grant cycles. We will no longer award grants to organizations affiliated with churches such as a cooperative group that includes non-ABC churches; applications must be submitted by an ABC church for work being done directly by that church.

Only one application per church will be considered within a 24-month period.

Grant funds may not be used to fund staff positions, rainy day funds, church benevolent funds, regular ongoing church operating expenses (i.e. utilities, insurance), repairs, or for capital improvements or repairs to facilities. Grant awards will be sent to the ABC church that is applying for the grant; checks will not be made payable to an individual or ministry.

Tab through the document to fill in all the fields below.

1. Applicant Information

Name of Church: Middle Street Baptist Church

Mailing Address: 18 Court Street, Portsmouth, NH 03801

Phone: 603-436-2337

Federal Tax ID#: 020436748

Name of Region: American Baptist Churches of Vermont and New Hampshire

Contact person (person completing this form): Vicki Walters

Email of contact person: vickiwa@comcasr.net

Does your church contribute to United Mission? ☒ Yes ☐ No

Have you previously been awarded an ABCUSA Matthew 25 Grant? ☐ Yes ☒ No

If so, have you submitted your report on the use of the funds? ☐ Yes ☐ No

2. What ministry or group will use these funds?

Seacoast Community Lunch

3. Specifically, how do you plan to use the requested funds?

Please include a very brief and specific statement on how the money will be spent. For example: to purchase school supplies for 100 elementary school children; to provide summer camp scholarships for 10 children from low-income families; purchase diapers and wipes for single mothers. You are encouraged to attach a longer description (no more than one page) of the ministry or project.

To purchase food for our free lunch program, we currently serve between 75 to 95 people per week and our facility can accommodate 120 guests.

4. How will the funds assist individuals battling poverty and its effects? What impact do you hope to make on the target group or community?

The funds will assist in providing a free hot, nutritious meal one day per week to anyone who would like to come join us. We hope to have this group of individuals feel welcome and at home in the space provided for our free lunch program.

5. Total cost of the project: \$122,936

6. Amount being requested from the ABCUSA Matthew 25 Grant: \$5000

7. List other funding source(s): Alice Marden Fund, MSBC Missions, MSBC Trustees, Federal Savings Bank, Kennubunk Savings Bank, Masons, Newburyport Five Cents Savings Chaitable

Foundation, New Hampshire Charitable Foundation HBA Fund, Piscataqua Savings Bank, Rotary Club, Service Credit Union

8. Please submit along with your application a copy of:
- Your mission statement.
 - A financial statement FOR THIS MINISTRY. This can be a budget or projected budget, and should not exceed 2 pages. Church budgets are not acceptable.

By submitting this application on behalf of (church name) Middle Street Baptist Church, I certify that all the information submitted with this application is true and correct. We agree to use and/or disburse any grant funds awarded for the sole purpose as described within this application. We will supply a 1-page report on the use of the funds and a photo/photos within six months of receipt of the grant.

Application submitted by (name of person): Vicki Walters (your name typed here is your electronic signature)

Date: August 31, 2018

Please note:

- Incomplete applications will not be considered.
- Recipients agree to share their stories via the ABCUSA website.
- Application deadline September 1. Grants will be distributed no later than October 15.
- Only electronic submissions of completed applications and supporting documents will be accepted. Completed applications should be sent via email to Tina.Turner@abc-usa.org.
- Please review the instructions that follow and initial at the bottom to indicate you have read this information.

Instructions and information for completing the 2018 ABCUSA Matthew 25 Grant application

1. General information

Awards will be granted only to ministries of an American Baptist church in good standing with their Region. This is a change from previous grant cycles. We will no longer award grants to organizations affiliated with churches such as a cooperative group that include non-ABC churches; applications must be submitted by an ABC church in good standing.

When determining Grants awards, the following criteria will be considered: whether the church is in good standing within the region; whether the church contributes to United Mission; number of and amounts of previous Matthew 25 Grants received; sustainability of ministry beyond Matthew 25 Grant funding; description of ministry and needs addressed by funding; and the budget submitted along with this application.

Checks will be made payable to the church. Checks will not be made to an individual or ministry.

3. Specifically, how do you plan to use the requested funds?

Briefly describe what will be purchased with the grant funds if awarded. Be specific with the expected use of these funds. This should be a very short and specific statement on where the money will be spent, do not include a lengthy narrative of the ministry project.

You are encouraged to provide a longer description of the ministry but this additional information must be limited to no more than one page in length and submitted as an attachment.

Please note that grant funds may not be used to fund staff positions and salaries, for capital improvements to church facilities, to pay for regular ongoing church operating expenses (i.e. utilities, insurance) or repairs, or to maintain a "Rainy Day fund" or church benevolent fund.

4. How will the funds assist individuals battling poverty and its effects?

Describe how the Matthew 25 grant funds will benefit those less fortunate. What effect and impact do you hope to have on individuals battling poverty or the community you are hoping to serve?

5. Total cost of the project

List the total amount of this project or ministry need.

6. Amount being requested from the ABCUSA Matthew 25 Grant.

One application per church will be considered per 24 month period. The maximum amount awarded is \$5,000. If you have previously been a Matthew 25 grant recipient, you must have submitted a follow-up report in order to be eligible to reapply.

7. Your other funding source(s).

List all other sources providing funding for this ministry.

8. Please submit with your application a copy of:

- Your mission statement

Include as an attachment a copy of the church or ministry's mission statement.

- A financial statement for this ministry

This budget or projected budget must include itemized expenses and income for the ministry applying for the Matthew 25 grant funding. Church budgets are not acceptable.

Other information and requirements

By submitting an application,

- You certify that all information submitted is true and correct;
- You agree to use and/or disburse any awarded grant funds for the sole purpose as described within this application;
- You agree to supply a one page report on the use of funds and a photo/photos within six months of receipt of the grant;
- You give ABCUSA permission to share your story via the ABCUSA website or newsletter;
- You give ABCUSA permission to use the photograph(s) submitted for printing and/or posting.

I have reviewed the instructions provided. (initial here) VW

Your typed name and initials are your electronic signatures on this document.

Program or Project Budget		
Applicant Institution	Seacoast Community Lunch	
Project Director:	Vicki Walters, Co-chair	
Project Grant Period	05/01/2018 through 04/30/2019	
	Seacoast Community Lunch	
Revenue	Projected	Program Budget Notes
Middle Street Baptist Church boards	\$ 10,000	Alice Marden Fund, Missions, Trustees
	\$ -	
Third Party Contributions	\$ 14,000	Rotary Club, Kennebunk Savings Bank, Piscataqua Savings Bank Federal Savings Bank, Masons, Newburyport Five Cents Savings New Hampshire Charitable Foundation HBA Fund, Service Credit Union
Individual donations	\$ 765	
Cash donations at lunches	\$ 471	
Total Revenue	\$ 25,236	
Other Revenue		
In-Kind Flowers	\$ 1,560	Donated by Woodbury Florists
In-Kind Meals	\$ 2,660	Donated by Tuscan Kitchen and Flatbread Pizza
In-Kind Kitchen and Facility Space	\$ 15,600	\$300 per week - Donated by Middle Street Baptist Church
Volunteer Support - Staff	\$ 74,880	Staff - 15 people, four hours each at \$24 per hour = \$1440 per week
Volunteer Music	\$ 1,000	Donated by various Musicians
Volunteer Marketing Staff	\$ 2,000	Donated by Middle Street Baptist Church member
Total Other Revenue	\$ 97,700	
TOTAL PROGRAM REVENUE	\$ 122,936	
EXPENSES	Projected	Program Budget Notes
Personnel		
Salaries and Wages	\$ 0	
Fringe benefits	\$ -	
Volunteer Marketing Staff	\$ 2,000	
Volunteer Support - Expense	\$ 74,880	Staff - 15 people, four hours each at \$24 per hour = \$1440 per week
Volunteer Musicians - Expense	\$ 1,000	Donated by various Musicians
Total Personnel	\$ 77,880	
Equipment		
Computer Equipment	\$ -	
Other Equipment	\$ -	
Add other expenses here	\$ -	
Total Equipment	\$ -	
Travel		
Travel - Personnel	\$ -	
Travel - Consultants	\$ -	
Add other expenses here	\$ -	
Add other expenses here	\$ -	
Total Travel	\$ -	
Participant Support Costs		
Participant Meeting	\$ -	
Participant Travel	\$ -	
Participant Others	\$ -	
Add other expenses here	\$ -	
Add other expenses here	\$ -	
Total Participant Costs	\$ -	
Communications/Publication Costs		
Publication Costs	\$ -	
Add other expenses here	\$ -	
Add other expenses here	\$ -	
Total Communication/Publication Cost	\$ -	
Other Direct Costs		
Meeting Expenses	\$ -	
Office Supplies	\$ 330	
Printing and Marketing	\$ 750	Flyers, Banner, Stationary, Business Cards
Duplicating	\$ -	
Delivery and Postage	\$ -	
Telephone and Fax	\$ -	
Web Development and Maintenance	\$ -	
Weekly Meals	\$ 18,200	100 meals at \$3.50 each per week for 52 weeks
Supplies	\$ 2,600	General supplies - napkins, trash bags, paper towels etc.
Cash for unexpected expenses	\$ 6,016	Increased amount of guests on a weekly basis or other expenses
Total Other Direct Costs	\$ 27,896	
Indirect (Overhead) Costs		
Rent - In-Kind Kitchen and Facility Space	\$ 15,600	\$300 per week for 52 weeks
Utilities	\$ -	
Shared Administrative Support	\$ -	
In-Kind - Flowers	\$ 1,560	
Add other expenses here	\$ -	
Total Indirect Costs	\$ 17,160	
TOTAL PROGRAM EXPENSES	\$ 122,936	
DIFFERENCE (Revenues less Expenses)	\$ 0	
Add Footnotes Here:		
The total budget required to support Seacoast Community Lunch's program for one year is \$122,936. We have currently raised \$25,236 in cash towards those expenses.		
In addition to these funds we have in-kind goods and services revenue of \$97,700.		
We are looking to a number of private sector funders to provide additional funds to help us sustain our program in perpetuity.		

SEACOAST COMMUNITY LUNCH



Mission Statement:

Serving the community by providing nourishment for those who wish to share a meal together.

About Us

Seacoast Community Lunch served its first guests in May, 2018. We have been averaging 75 guests per week and have served as many as 95. We have the capacity to serve 120 guests. The program is run on an entirely volunteer basis and our volunteers are both from our congregation and the surrounding Seacoast Community. I like to say it is the community serving the community as we would not be able to sustain the program without all of our volunteers and contributions from various groups and businesses in the area.

We have modeled our lunch program after an existing program in Portsmouth called Common Table. The Common Table lunch has been in existence for around 17 years. They have been so successful that they wanted to expand by helping another group or organization do a free lunch on a different day of the week.

We currently have eight restaurants and one personal chef who volunteer their time and talents to assist us with menu planning, cooking and serving the meal.

Financial support from ABCUSA Matthew 25 Grant will help us with the cost of the food to be able to offer these free meals to our guests.

Thank you for considering financial support for our Seacoast Community Lunch program. If I can answer any questions please contact me at 603-438-9382 or vickiwa@comcast.net.

Sincerely,

Vicki Walters, Co-chair
Seacoast Community Lunch