

## ABCUSA MATTHEW 25 GRANT APPLICATION - 2017



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. Because this change was made following the Fall 2016 cycle, recipients of a Spring 2016 grant are eligible to apply.

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 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: HighWay Ministries

Mailing Address: P.O. Box 191533 Los Angeles CA 90019

Phone: (323)229-9749

Federal Tax ID#: 80-0308996

Name of Region: American Baptist Churches of Los Angeles, the Southwest, Hawaii

Contact person (person completing this form): Rev. Jini Kilgore Cockroft

Email of contact person: jini7121@att.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?

Food Ministry

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 provide weekly free breakfast that serves approximately 80 meals per month; to provide lunch for approximately 6 volunteers who conduct our community clothing give-away every other month. The grant money will be spent only for food and items related to feeding (paper plates and cups, plastic utensils, etc.)

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 breakfast program combats hunger, providing a free hot breakfast every Sunday morning to a group of people in our community who are homeless and/or extremely poor. The clothing giveaway also assists poor persons and families in providing clean, useable clothing in good condition. Clothing giveaway volunteers come from the community that we serve, so we give them lunch as a way of thanking them for their service on clothing giveaway day.

5. Total cost of the project: \$2,000

6. Amount being requested from the ABCUSA Matthew 25 Grant: \$1,500
7. List other funding source(s): Highway Ministries
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) Highway Ministries, 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): Rev. Jini Kilgore Cockroft (your name typed here is your electronic signature)

Date: September 1, 2017

**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](mailto:Tina.Turner@abc-usa.org).
- Please review the instructions that follow and initial at the bottom to indicate you have read this information.

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## **Instructions and information for completing the 2017 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.

## **HIGHWAY MINISTRIES MISSION STATEMENT**

It is the mission of HighWay Ministries (a non-profit 501 c.3. public benefit corporation) to present the Gospel of Salvation in Jesus Christ to all of those with whom we come in contact in our neighborhood and beyond. We seek to minister to the needs of the whole person by the preaching and teaching of the Gospel, holding prayer services, and by providing food, clothing, housing, counsel, cash loans, and transportation. Our ministries include a weekly worship service (Sunday) and Bible study and prayer meeting (Wednesday); free breakfast (Sunday); a bi-monthly clothing giveaway; small cash loans and gifts to assist people with immediate and emergency needs; and van transportation to and from the ministry on Sundays and at other designated times. In addition, HighWay Ministries includes HighWay House, an affordable boarding home for low-income men and women who are committed to sober living.

MEMBER  
AMERICAN INSTITUTE OF  
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CALIFORNIA SOCIETY OF  
CERTIFIED PUBLIC ACCOUNTANTS

**FREDERICK D. MATAYA**

CERTIFIED PUBLIC ACCOUNTANT  
5400 HARCOURT AVENUE  
LOS ANGELES, CALIFORNIA, 90043

AREA CODE 323  
TELEPHONE 295-4405  
FAX 295-3047

"ACCOUNTANT'S COMPILATION REPORT"

BOARD OF DIRECTORS  
HIGHWAY MINISTRIES  
(A CALIFORNIA NON-PROFIT ORGANIZATION)  
LOS ANGELES, CALIFORNIA 90043

MANAGEMENT IS RESPONSIBLE FOR THE ACCOMPANYING FINANCIAL STATEMENTS OF HIGHWAY MINISTRIES (A CALIFORNIA NON-PROFIT ORGANIZATION), WHICH COMPRISE THE STATEMENT OF FINANCIAL POSITION-CASH BASIS AS OF DECEMBER 31, 2016, AND THE RELATED STATEMENT OF ACTIVITIES-CASH BASIS FOR THE YEAR ENDED DECEMBER 31, 2016, IN ACCORDANCE WITH CASH BASIS OF ACCOUNTING, AND FOR DETERMINING THAT THE CASH BASIS OF ACCOUNTING IS AN ACCEPTABLE FINANCIAL REPORTING FRAMEWORK. I HAVE PERFORMED A COMPILATION ENGAGEMENT IN ACCORDANCE WITH STATEMENTS ON STANDARDS FOR ACCOUNTING AND REVIEW SERVICES PROMULGATED BY THE ACCOUNTING AND REVIEW SERVICES COMMITTEE OF THE AICPA. I DID NOT AUDIT OR REVIEW THE FINANCIAL STATEMENTS NOR WAS I REQUIRED TO PERFORM ANY PROCEDURES TO VERIFY THE ACCURACY OR COMPLETENESS OF THE INFORMATION PROVIDED BY MANAGEMENT. ACCORDINGLY, I DO NOT EXPRESS AN OPINION, A CONCLUSION, NOR PROVIDE ANY FORM OF ASSURANCE ON THESE FINANCIAL STATEMENTS.

THE FINANCIAL STATEMENTS ARE PREPARED IN ACCORDANCE WITH CASH BASIS OF ACCOUNTING, WHICH IS A BASIS OF ACCOUNTING OTHER THAN ACCOUNTING PRINCIPLES GENERALLY ACCEPTED IN THE UNITED STATES OF AMERICA, CONSEQUENTLY, SUPPORT AND REVENUE ARE RECOGNIZED WHEN COLLECTED RATHER THAN WHEN EARNED AND EXPENSES ARE RECOGNIZED WHEN PAID RATHER THAN INCURRED.

*Frederick D. Mataya*

FREDERICK D. MATAYA, C.P.A.

LOS ANGELES, CALIFORNIA

AUGUST 08, 2017

HIGHWAY MINISTRIES  
 (A CALIFORNIA NOT-FOR PROFIT ORGANIZATION)  
STATEMENT OF ACTIVITIES-MODIFIED CASH BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2016

<u>REVENUE</u>	
Offerings	\$ 61,285
<u>EXPENSES:</u>	
Anniversary expenses	\$ 312
Auto/Van	903
Blueprints	300
Christmas Holiday	161
Christian Education/Worship	197
Conventions	140
Fees/Bank Charges	1,378
Food/Food Supplies	1,126
Gifts/Loans	1,059
Honoraria	100
Household Supplies	825
Housing Allowance	1,750
Housekeeping	2,120
Meals	834
Miscellaneous	618
Office Supplies	1,031
Payroll	6,600
Payroll Taxes	795
Petty Cash	20
Postage	89
Picnic	280
Refund/Reimbursements	6
Repairs& Maintenance	2,779
Retirement(Pastor's)	1,200
Telephone	2,296
Stipends	6,683
Transfer To Savings Account	310
Franchise Taxes	58
Building Rent	15,486
Utilities	4,407
Insurance Building	2,099
Property Taxes	942
TOTAL EXPENSES	\$ 56,904
NET INCREASE (DECREASE) IN NET ASSETS	\$ 4,381
NET ASSETS - 01/01/16	\$ 19,474
PRIOR PERIOD ADJUSTMENT	(4,599)
NET ASSETS - 12/31/16	\$ 19,256

"SEE ACCOUNTANT'S COMPILATION REPORT"

HIGHWAY MINISTRIES  
(A CALIFORNIA NON-PROFIT ORGANIZATION)  
STATEMENT OF FINANCIAL POSITION-MODIFIED CASH BASIS  
AS OF DECEMBER 31, 2016

ASSETS

Cash In The Bank	\$ <u>19,256</u>
TOTAL ASSETS	\$ <u><u>19,256</u></u>

LIABILITIES AND NET ASSETS

Net Assets - Unrestricted	\$ <u>19,256</u>
TOTAL NET ASSETS	\$ <u><u>19,256</u></u>

"SEE ACCOUNTANT'S COMPILATION REPORT"

**From:** Jini Cockroft [mailto:jini7121@att.net]  
**Sent:** Tuesday, September 05, 2017 3:06 PM  
**To:** TURNER, Tina <Tina.Turner@abc-usa.org>  
**Subject:** Re: Matthew 25 Grant Submission

Thank you for your consideration, Tina. Things are a bit upside-down in my world, as I have spent the summer packing up a home that my family has lived in for 53 years. It was listed for sale two weeks ago, and we enter escrow with the prospective buyer today. I am sorry if I lost track of a few things.

We do not have a budget, per se, for the food ministry. Instead, it is listed on the ministry's financial statement as "food and food expenses for \$1,126. That is what HighWay spent in 2016. That does not include the \$1,000 that we received from the Matthew 25 Grant. We recorded the grant money as income. Thus, our total expenditure for the food program last year was \$2,126.

Thank you, again.

Jini

On Tuesday, September 5, 2017 8:10 AM, "TURNER, Tina" <[Tina.Turner@abc-usa.org](mailto:Tina.Turner@abc-usa.org)> wrote:  
Jini,  
I will accept the application even though it was submitted after the deadline.

You provided financial statements for the church but I did not find a budget for the Sunday morning breakfast ministry. Please provide that budget as soon as possible.

Thank you,

*Tina*