

**United Methodist Union of Greater Detroit
Application for Funds**

*Please contact the Executive Director of the United Methodist Union
before submitting an application.*

1. Date: _____
2. Name of requesting organization: _____
3. Address: _____
4. Name of authorized person making request: _____
Authorized by Church Conference/Board of Trustees-date: _____
5. Amount of request: \$ _____ () Loan () Grant
If loan, duration of loan: _____ Rate of interest requested: _____%
6. **Attach proposed plans** for repayment of this loan as well as other indebtedness, if any.

How much of the total cost will be raised by your local membership? \$ _____
7. If a grant, will it be requested again? _____ Expected frequency: (limit 3 years @ 20% reduction each year).
8. Use of loan or grant? _____

9. Reasons for making request: (attach supporting documents) _____

10. Program goals: _____

11. Total cost of project: \$ _____ **attach Budget for this project**
12. Who will benefit? (community, membership, etc. and how many) _____

13. Name of Pastor: _____
14. Cell phone number of Pastor: _____
Pastors are required to provide a letter in support of this grant/loan.
15. Administrative Board approval: signature: _____ date: _____
16. Charge Conference approval: signature: _____ date: _____
17. Pastor approval: signature: _____ date: _____
18. District Superintendent approval: signature: _____ date: _____

19. Comments: _____

20. Local church information:

year organized: _____ present membership: _____

Membership reported in the last 5 years:

year: _____ membership: _____

year: _____ membership: _____

year: _____ membership: _____

year: _____ membership: _____

year: _____ membership: _____

Average attendance at Sunday morning worship:

first service: _____ second service: _____

Church school enrollment: _____

average attendance: _____

United Methodist Women enrollment: _____

average attendance: _____

Number of members taken into your church through the last calendar year: _____

How long has your present pastor served your church? _____

Present pastor's salary: \$ _____

Amount paid by church: \$ _____

If part of the pastor's present salary is paid by others, show from what sources and exact amount received (show each):

source: _____ amount: \$ _____

_____ \$ _____

_____ \$ _____

_____ \$ _____

_____ \$ _____

21. Financial plan and data of church:

Show below the total amount of your annual church budget for all purposes:

For the past 3 years: (Excluding Building Fund)

year: _____ amount: \$ _____

_____ \$ _____

_____ \$ _____

★ **Note: You must attach copies of your Income and Expense Reports on 8 ½ x 11 inch paper for each year shown above** (Use one sheet for each year)

Does your church make a complete every member canvass annually and receive pledges for the support of your entire financial program including World Service and Conference Benevolences according to the requirements of the **Discipline**?

yes: _____ no: _____

Show below the number and total amount of all pledges received and the total amount collected (or total receipts) for the last 3 years. **Excluding Building Fund Information**

year	number of pledges	amount pledged	amount received*
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

***Do not include in above figures amount received from Conference Agencies and the United Methodist Union**

Are your current expenses paid up-to-date? yes: _____ no: _____

Are your regular apportionments paid up-to-date?*** yes: _____ no: _____

United Methodist Union apportionment paid up-to-date? yes: _____ no: _____

***previous year

Debts outstanding as of present date: _____

Total amount: \$ _____ **List debts and amounts and attach detail**

Amount covered by current repayment plans: \$ _____

Deficit (if any): \$ _____

Important Note: To ensure obtaining a clear picture of your request, please indicate knowledgeable Trustees or laity members who will appear before one of our committees:

Name	Phone number
_____	_____
_____	_____
_____	_____

Please review the requirements on the “Application for Funds Page” before you submit your application. Remember, the Union required copies of estimates for work from three (3) different contractors, and YES, all fees & costs for a mortgage are paid by your church. If you have any questions, please call the United Methodist Union at 313-638-2390 for assistance.

**Send completed form to:
United Methodist Union of Greater Detroit
8000 Woodward Avenue
Detroit, MI 48202**