



(You may have to click on the **view** option in the upper toolbar and select **edit document** to begin entering information in the form.)

**Background Information:**

|  |  |  |
| --- | --- | --- |
| Church/Charge Name: | |  |
| District: | | Select District |
| Conference Superintendent: | | *(Which conference superintendent does your church relate to?)*  Choose an item. |
| Pastor’s Name: | |  |
| Email: | |  |
| Phone Number: | |  |
| If awarded, checks will be made payable to the church/charge name listed above. | | |
| Address to  mail check: | Address: |  |
| City: |  |
| State: |  |
| Zip: |  |

**Submission Information:**

|  |  |
| --- | --- |
| Name of Submitter: |  |
| Church Position: |  |
| Email: |  |
| Phone Number: |  |

**Grant Request Information:**

|  |  |
| --- | --- |
| Type of Grant Request: | Select Grant Type |
| Grant Amount Request: | $ |

**Supporting Documentation:**

**Please provide a detailed breakdown of the total cost of the project/program.** Include an itemized estimate for the entire project/program, not just the portion for which grant funds are requested. **Note:** be sure that you have explained why the church needs a grant to cover this expense and why the church is not covering this expense within the normal budget process.

**How will the grant funds be utilized?**

**How do you see these funds helping your ministry grow disciples and reach new people for God’s Kingdom?**

**Please attach/include the following three items from the umdata.org page for your church:**

1. Membership and Attendance chart
2. Apportionment Percentage Paid chart
3. A screen shot of the “Quick Facts” section

**Submit your grant request to:**

By Mail:

West Virginia Conference

Congregational Vitality Team

PO Box 2313

Charleston, WV 25328

Or by Email:

congregationalvitality@wvumc.org