

2024 Mission Support and Regional Grant Application Checklist

- **2022 Financial Accountability** Submitted to the office (due June 1st, 2023)¹
- **Proof of Charitable Status** included with application²
- Complete **Section A:** contact and applicant information³
- **If you are a Pastoral Charge:* Complete **Sections B, C, and D:** Pastoral Charge/Mission Unit Information, Applying Mission Unit/Congregation Only, Ministry Personnel⁴
- Complete **Section E**⁵:
 - Include a copy of your most recent fiscal year's **audited/reviewed financial statement and the approved budget** for the same period
 - Include a copy of the **proposed budget** for the year the grant is requested
 - Include a copy of your **current and complete financial statement** disclosing all bank balances, financial investments, financial assets and financial liabilities, and a copy of the current approved budget
 - Include any **other sources of income**
 - Complete the pastoral charge or outreach **ministry mission statement and any applicable background information**
- **If you are an outreach ministry:* Complete **Section F:** Financial Support History⁶
- Complete **Section G:** Grant Request⁷
- Note the "Sharing Your Story" requirement⁸
- Submit your application with supporting documents to Northern Spirit Regional Council, at NorthernSpirit@united-church.ca, by **August 31st**. Indigenous ministries submit to Roxanne Kropf, Indigenous Ministries and Justice, at RKropf@united-church.ca.

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¹ *If you received a 2023 grant: Pastoral charges receiving grants are to provide their prior year financial statements to the appropriate regional council staff no later than June 1. This submission must include an income statement, a balance sheet, any notes to the financial statement, and details of the nature of an independent third-party review. | Outreach ministries/community ministries receiving grants are required to submit a report on their work and issue an audited/independently reviewed financial statement for the year in which grants were received, sending one copy to the appropriate regional council staff by June 1. (2024 Mission Support and Regional Grant Application, page 1)*

² *Applicants must be registered charitable organizations and provide proof of charitable status with applications. (Proof of pending status or written mission agreements are acceptable in certain cases.) (2024 Mission Support and Regional Grant Application, page 1)*

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⁴ Pages 3-4 of 2024 Mission Support and Regional Grant Application

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