



Regional Council 15
The United Church of Canada
L'Eglise Unie du Canada

Regional Office
21 Wright Street, Sackville, NB E4L 4P8
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TO: Treasurers/Directors/Board Chairs of Mission Support Units

FROM: Division of Financial and Administration

DATE: July 2019

RE: **APPLICATIONS FOR 2020 MISSION SUPPORT FUNDING**

Deadline for 2020 applications is August 31st, 2019

It is time again for the Mission Support Grant Application for the 2020 grants. It is impossible to know the availability of grant funding for mission in the coming years. However, we have been guaranteed the same granting money that was available for the 2019 year, therefore we are proceeding with the application process as usual at this time, but ask you to be aware that there may be changes to adapt to in the near future.

This is your application package for 2020 Mission Support Grants. You will find a copy of the blank form included. (MSG Revised replaces former MSG 5 for Pastoral Charges and MSG 7 for Community Ministries). Complete the form and return the completed copy and all of the required accompanying documents to the Regional Office before the deadline above.

This application form is provided by General Council and we ask you to keep to this format as much as possible.

Please note: You will only receive the electronic version of the MSG Revised form and all documents pertaining to these grants. If you require printed copies please advise the office and we will mail you an application package.

Before sending in your 2020 application, please remember:

- 1. Obtain Board/Council approval and signatures for your application before sending.**
- 2. Include your Revenue Canada (CRA) Registered Charity number and proof of charitable status.** These are the business numbers issued by Revenue Canada to be used when issuing tax receipts to individuals and organizations. To obtain this information go to the CRA website at www.cra-arc.gc.ca . Click on Charities Division. Print the page of information which is titled "Canadian Registered Charities – Detail Page". ***This page must be attached to the Mission Support Grant application or the request will be considered incomplete and will not be processed.***

3. **Include all of the following financial information:**
 - 2018 Financial Statements & Annual Reports,
 - 2019 Budget and Current Financial Statement to date, and
 - 2020 Proposed Budget.
4. All Pastoral Charges, and any Community Ministries receiving more than 60% of their funding from the United Church are required to follow as a minimum the “**Minimum Salaries for Ministry Personnel (2018)**”. This describes minimum amounts for travel and allowances, etc. (see attached). **Please note the mileage rate is now from 40 cents per kilometre.**
5. **We ask that organizations receiving a Mission Support grant provide a story and photo of its ministry.** These stories are used by the Philanthropy Unit of the General Council Office to interpret your ministry to the wider church.

Please consider carefully your request for 2020 funding and **fully complete** your application. *Incomplete applications could result in delayed decisions and/or possible rejection.* Please contact the Regional Office for more information or assistance.

Application Forms must be approved by your governing body and returned to:
Regional Council Office, 21 Wright St., Sackville, NB E4L 4P8
**** No later than August 31th, 2019****

2019 Important Dates to remember:

August 31st – Completed, signed applications for 2020 grants to Regional Council Office
Sept. 2019 – Mission Support Consultation – review and preliminary decisions
Oct. 2019 – deadline for appeals
Nov. 1st, 2019 – notification of final decisions

ENCLOSED:

- 2020 Mission Support Application Forms - *Please make all necessary copies.*
- link to Policy & Procedures related to Conference Mission Support Grants – see <https://www.united-church.ca/sites/default/files/msg-revised.docx>
- 2020 Salary and Allowances Schedule – see <http://www.united-church.ca/leadership/church-administration/ministers-salary-schedule>

cc Jane McDonald