



Background

The Alberta-British Columbia District has shown support for Lutheran school ministries throughout its history. It recognizes that Lutheran schools effectively support the overall mission and ministry of the local congregation, the District, and the Synod. Significant dollars have been made available for financial support for school ministry by the District Board of Directors. While authority to disburse these funds will remain at the District level, availability of money for the widest range of possibilities will encourage schools and congregations to dream beyond their current situations. May God bless all of our school ministries in dreaming what could be by His grace!

Policy Statement

Under the direction of the Alberta-British Columbia District Board of Directors, the School Committee (a subcommittee of the Dept. of Parish and School Services) shall administer the disbursement of funds to any congregation and/or school of the District whose intent is to secure, stabilize, or enhance the ministerial goals of a Lutheran school. In order to receive consideration for these funds, the appropriate ministerial entity must complete the appropriate steps of the application process herewith included in this document.

Guidelines

1. An application provided from District for available funds will be made to the ABC District School Committee and should include the following:
 - a. A cover letter that clearly demonstrates how the proposed project or program is consistent with the directives of the ABC District School Committee as presented in this document;
 - b. Congregation and/or school name;
 - c. Detailed account for usage of funds;
 - d. Estimated cost of project;
 - e. Start date and completion date of project;
 - f. Project managers' (s) name and signature and Pastor/Principal name and signature;
 - g. Submitted October District School Report as it will be shared with committee members in considering applications;
 - h. The most recent Financial Statement received by your Congregation's Voters' Assembly.
2. Applications received on or before February 1 will be considered for the remainder of the fiscal year, although grant money may be allocated beyond the fiscal year (i.e. a congregations requesting funds for a school developer who will not begin until the following year).
3. Applications received after February 1 will not be considered.
4. Grant considerations include, but not limited to:
 - a. Support of the mission/ministry/vision of the school/congregation/District/Synod;
 - b. Impact at each level in accord with purpose of each need;
 - c. Previous grant recipients and applications;
 - d. Collaboration with other Lutheran schools;

The following are examples of programs/projects that previous applicants applied for receiving serious consideration by the School Committee: technology enhancements such as SMART Boards, extension of program from 10 months to year round, long lasting initiatives rather than short term, marketing campaigns, creative outreach projects and programs
5. School Committee members who are in a conflict of interest (i.e. application from home school/congregation) will be available for information (voice) but will not have the right to vote.
6. The Committee may appoint a sub-committee to assist in determining grant allocations or may invite individuals to attend Committee meetings to assist in the process. Reasons for additional support with the process could include replacement of Committee members where there is a conflict of interest as well as possible expertise in understanding applications.
7. Applicants will be notified in writing of grant allocations by March 1 for those grants submitted on or before February 1.
8. A report will be submitted to the Parish and School Services Department through the School Committee representative (and member of the Department). This report will also be a part of the Department's report to the District Board of Directors at its spring meeting.



Grant Application Guidelines

1. Applications for a Preschool are limited to a maximum grant of \$5,000.00.
2. Completed applications will be checked for compliance with the mandate and vision of both Lutheran Church-Canada and The Alberta-British Columbia District. (See Appendix A)
3. The application will be evaluated for completeness and accuracy. The applicant will then be notified by email or in writing confirming receipt of the application. Further communication to the applicant will be initiated by the committee.
4. Applicants will be notified by email or in writing of grant allocations by March 1 with those applications received on or before February 1.
5. Completed Applications may be sent to:

ABC District School Committee
c/o Department of Parish and School Services
Lutheran Church-Canada, The Alberta-British Columbia District
7100 Ada Blvd.
Edmonton, AB
T5B 4E4



Application Instructions

In order for the School Committee to consider your application complete, please submit the following documentation:

1. A cover letter (on letterhead), maximum 500 words, that clearly demonstrates how the proposed project or program is eligible for an ABC District Lutheran School Grant.
2. Completed Application Form (2 pages) (Appendix B)
3. Completed Proposed Program/Project Budget Form (Appendix C)
4. The most recent Financial Statement received by your Congregation's Voters' Assembly.
5. Completed Applications may be sent to:

ABC District School Committee
c/o Department of Parish and School Services
Lutheran Church-Canada, The Alberta-British Columbia District
7100 Ada Blvd.
Edmonton, AB
T5B 4E4

Lutheran Church-Canada Mandate and Vision

Mission Statement: The mission of Lutheran Church-Canada is to organize, equip and motivate its members to confess, proclaim and give witness to the saving work of Jesus Christ, to the glory of God!

Vision: By God's grace we will more effectively proclaim the Triune God, that believers may grow in their faith and unbelievers be brought into the body of Christ

Strategic Directions:

1. To cultivate loving, healthy, growing congregations
2. Grow the resources available for the mission of the Church
3. Develop innovative missions to immigrant and aboriginal communities and promote intercultural congregations
4. Strengthen our Lutheran Education System
5. Ensure the faithful articulation of our theology in a rapidly changing world
6. Enhance and strengthen board governance processes
7. Enhance communication within the Church and to the public

Alberta-British Columbia District Mandate and Vision

Mission Statement: The Mission of the Alberta-British Columbia District is to seize every opportunity to serve the Triune God and His Church in the fulfillment of Christ's Great Commission and His command to love.

1. Given the unity we have in Jesus Christ (Eph. 4:3-6; Gal. 3:28), we would therefore strive for greater harmony, trust and respect in our District and in LCC.
2. Lay people, congregations, schools and church workers resourced for the work of the kingdom.
3. District staff and elected officials providing leadership and innovation in promoting faithful and effective approaches to supporting mission and ministry at the congregational and Synodical levels.
4. Lay people, congregations, schools and church workers taking initiative in addressing challenges to mission and ministry at home and abroad and using their gifts and energies to reach out with the Gospel to the lost.

Vision for ABC District 2009-2012: As God's people, we are called to be salt and light in this world. As we seek to be faithful to God's calling, the strength of Lutheran Church-Canada has been: a) its commitment to Scripture and the Lutheran Confessions; b) its clear proclamation of Law and Gospel in mission and ministry; c) its dependence on the means of grace to create, nurture and sustain its life with God through Christ. In our ever-changing world, these strengths have been constants for our church and the hallmarks of our mission and ministry.



Application Form (page 1 of 2)

Date of Submission _____

Contact Information		
Congregation and/or School Name		Pastor/Principal/Administrator
Street Address		
City	Province	Postal Code
Telephone	Fax	
Email Address		
Web Site Address		
Primary Contact		
Primary Contact Person		Position
Telephone		
Email Address		
Proposal Overview		
Summary of Request		



Application Form (page 2 of 2)

Proposal Overview (continued)	
Amount of Request	
Time Line Grant Needed	
Date	Amount
Date	Amount
Date	Amount
Date	Amount
Church/School Mission Statement and/or Mandate of Program/Project	
Signature of Congregation Pastor	Printed Name
Signature of Congregation Executive Director/Chairman	Printed Name
Signature of School Board Chairman	Printed Name



Proposed Program/Project Budget

Operating Budget		
Budget Year	Starting:	Ending:
Anticipated Revenues		Anticipated Expenditures
District School Grant		Personnel
Fundraisers		Related Salary Costs
Government Grants		Capital Expenses
Other (please specify)		Advertising
		Other (please specify)
Total \$		Total \$
Signature of Congregation's Treasurer		Printed Name