



Chalice Lighter Grant Request Application

Southwestern Unitarian Universalist Conference

6720 Brentwood Stair Road

Fort Worth, TX 76112

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Southwestern Conference Extension Committee and Chalice Lighter Committee Philosophy

The SWC Chalice Lighter program is looking for strong, growing congregations to whom to give *Chalice Lighter Grants*. We want churches that are *vibrant* and *healthy*, who have innovative plans for growth and who are implementing programs and process that historically create growth! A church must be a *Fair Share Congregation* to receive a Chalice Lighter Grant.

Chalice Lighter Grant Program

The committee will consider grants for the purpose of:

- Hiring a minister
- Hiring or increasing hours of a religious education staff for a small and growing congregation
- Hiring a student minister whose duties are to promote growth
- Hiring an assistant or associate minister whose duties shall include at least one quarter time work with a new or small congregation in an extension capacity
- Funding a district extension minister or growth consultant
- Buying land, building a new church, renovating/remodeling an existing a church, or renting a larger facility to accommodate growth
- Leasing worship or office space
- Funding "innovative plan for growth" any size congregation

Guidelines

All funding decisions by the Chalice Lighter Committee are contingent upon the:

- Availability of funds
- Number of requests
- Anticipated success of the project or program to grow Unitarian Universalism in the Southwestern Unitarian Universalist Conference
- Anticipated growth of the recipient congregation or organization
- Success of the first-year grant if this is a request for a second grant
- Approval by the SWC (Southwest Conference) board of trustees or executive committee of the board

Expectations of Grant Recipient

The local congregation will be asked to provide 25% matching funds for the program or project and be a *Fair Share Congregation*. The congregation must have 20% of its members as Chalice Lighters. The grant application must be submitted by the congregation. A program involving multiple congregations shall have a coordinating congregation that will receive and coordinate funding.

Report on your project within six months of receiving Chalice Lighter Grant. The purpose is to publish your report and promote the Chalice Lighter Program. Send reports to the SWUUC office c/o Chalice Lighter Grant Committee.

The Call from the Chalice Lighter Committee

A call for applications is made by the SWC Chalice Lighter Committee three times a year and within 60 days of SWC fall leadership conference, SWC annual spring meeting, and SWUUSI, Southwest Conference Summer Institute

Completing the Application

We understand that some congregations may not have all the information requested, e.g., historical figures and history, financials, etc., and we understand. Please do your best to be as complete, accurate, and thorough as possible.

This application is a MS Word document.

Complete the document using Word and mail **two copies** to the Southwestern Unitarian Universalist Conference office:

Chalice Lighter Grant Request Application
Southwestern Unitarian Universalist Conference
6720 Brentwood Stair Road
Fort Worth, TX 76112

For the purpose of legibility and uniformity, **please do not complete by hand**, use the computer software. If you do not have access to MS Word, you may use a typewriter.

Application for Chalice Lighter Grant

General Information

Date of Grant Request: _____

Name of Congregation: _

Address_

City, State, Zip_

We are requesting a Chalice Lighter Grant for the purpose of: _

Congregational contact: _

Name: _

Mailing address: _

Email address: _____

Home telephone: _____

Work telephone: _____

Mobile number: _____

Best means of contact: via email or by telephone

If phone is best, what is best time _____ and number _____

Congregational Information:

Chartered: _____

General description of the congregation requesting this grant (if you have literature or public relations material that will supplement or enhance this description, you are welcome to include in your request):

Information by Church Year	2004-2005	2005-2006	2006-2007	2007-2008
Number of adult members -- reported to the UUA during this year				
Number of pledging units				
Average pledge				
UUA APF assessment				
UUA APR contribution				
SWUUC dues assessment				
SWUUC contribution				
Number of visitors				
Number of newcomer classes or orientations for visitors				
Number of attendees in these classes				
Number of children in religious education program				

Detailed Information on Program/Project:

Specific description of how the program/project funds will be used:

\$ Amount requested

What is the time frame for the use of the Grant? _____

How will you evaluate the success of the use of your program/project? _

NOTE: The congregation is expected to provide at least 25% of the financial support of this program/project.

Is this program/project included in this year's operating budget, or is it a specially funded project outside your annual budget? Budgeted item Not included in this year's budget.

If this program/project is included in your budget, and you will you carry forward with the program/project whether or not you receive Chalice Lighter Grant, then you are demonstrating your commitment to the financial burden of this program/project. Please attach a copy of this year's budget showing program/project.

If the program/project is not included in this year's church budget, attach a copy of the program/project budget showing the financial support from the church. Give specific description of the funding sources for the program/project; for example, is there a donor who has issued a challenge or matching pledge?

Please attach to this application, copies of your church income statements for fiscal years:

- 2004-2005
- 2005-2006
- 2006-2007

Congregational Steps Toward Growth

Growth—if you have graphs and visual aids demonstrating growth, you are welcome to attach them to this application:

A description of what your congregation has done to promote growth in the last three years:

A description for future programs to promote growth:

Has your congregation had an all-church growth workshop or retreat in the last three years?

When?

What percentage of the congregation's members attended the workshop?

Has anyone from your congregation attended growth and/or new member workshops at district or continental events?

Has your congregation sent anyone to the Dwight Brown Leadership School? If so, please complete table below:

	2004	2005	2006	2007
Dwight Brown Leadership School Participants				

Does church have a long-range plan?
If so, describe briefly:

Does the congregation have a Vision Statement?
If so, please include:

Does the congregation have a Mission Statement?
If so, please included:

Participation in SWUUC Chalice Lighter Program

Do you have a Chalice Lighter Coordinator in your Congregation?
If so, who?

How many Chalice Lighters in your Congregation? We know this information may not be easily obtainable. It is crucial that you give a number for the current church year. The Chalice Lighter committee likes to know that at least 10% of your members are Chalice Lighters.

	2004-2005	2005-2006	2006-2007	2007-2008
Chalice Lighters				

Submitted by:

Dated: