

Mission Grant Proposals — Frequently Asked Questions

Who can submit a proposal?

Any LWML member, group, or zone of the Lutheran Missionary League Texas District may submit mission grant proposals. The LCMS, RSO's and other agencies may not directly submit a proposal and must have a Texas submitter who is a member of the LWML Texas District.

Who should sign the mission grant proposal form?

The LWML Texas District member **and** her pastor or zone pastoral counselor should sign the form. If a zone is submitting, then the zone pastoral counselor should sign the form.

How long should the brief mission grant description be?

The description may not exceed 50 words. This description may be used in the convention manual.

From whom should our letter(s) of recommendation come?

The letter(s) of recommendation should come from someone not employed by the ministry but who is familiar with the ministry and supports the proposal being submitted. It should not come from anyone on the selection committee or who will be evaluating the proposal.

I have never written a resolution. What should it contain?

A resolution should be written in imperative sentences with no more than four (4) "WHEREAS" statements. The first "WHEREAS" should contain the purpose or goal that is Bible based. The following "WHEREAS" statements state the need for the grant. The "RESOLVED" statement should be the conclusion of the resolution and should contain the amount of funds requested and purpose of those funds (See the document *Help in Writing a Mission Grant Proposal*).

It may be helpful to look at resolutions from a previous LWML Texas District convention manual.

How long should my resolution be?

The resolution may not exceed 150 words.

Is there a word limit for the captions?

No. Please don't put the caption on the picture. Attach a separate page containing the descriptions.

Which photo sharing website do you prefer?

You may use any photo sharing website (Dropbox, Picasa, Shutterfly) but we recommend Dropbox. Please be sure you send the District Vice President of Gospel Outreach an invitation at gospeloutreach@lwmltxdist.org.

What items must be included for the proposal to be considered?

Complete proposal package includes all items in this checklist:

- *Mission Grant Proposal Form*
- *Mission Grant Detailed Information Form*
- Resolution (maximum 150 words)
- Letter(s) of recommendation (not employed by the ministry)
- Photos (8-10) with captions on accompanying page for each photo uploaded on a photo sharing website.
- Balance sheet