



Mission Agency Support Fund Guidelines

Timeline

- September 1 - The Director of Congregational Excellence will send a letter to all agencies currently receiving support requesting their fund request from Great Plains Annual Conference by October 15. The letter will include this timeline, a budget request template (including some narrative questions as in the 2014 letter), and a list of our expectations of agencies that receive funds (including Disciplinary requirements).
- October 15 - Budget requests are due to the Director of Congregational Excellence
- October 15 to November 30 - Mercy and Justice and United Methodist Campus Ministry, Inc. complete their evaluation of agencies.
- December 1 - A joint task force on the budget from both Mercy and Justice and UMCM, Inc. is named. This task force will include the Mercy and Justice Coordinator and the Young Adult Leadership Coordinator and will be convened by the Director of Congregational Excellence.
- January 15 (or as soon as income projections are received), the task force will meet and make recommendations for Mission Agency Support allocations.
- January 31- Recommendations are due to CF&A
- February 15- The Director will send a letter to agencies letting them know how much is being recommended and outlining the budget approval process*
- June 30 (After annual conference) - The Director will send a letter will be sent confirming the final amount.*
- June 30 - Audits are due to the Treasurer's office. (Or six months after the end of the fiscal year) Copies will be sent by the Treasurer to the Mercy and Justice Coordinator and the Mercy and Justice Chair or the Young Adult Leadership Coordinator and the UMCM, Inc. chair, as appropriate.

Requirements to be continued (or considered) for Mission Agency Support are:

- A structural or historical connection to the Great Plains Conference or its predecessor conferences indicating a clear United Methodist connection.
- An independently elected board of directors
- An annual audit (or financial review if too small for an audit), submitted to the conference treasurer by June 30 (or six months after the end of the fiscal year) each year.
- Completion of an annual budget request, including narrative, as outlined above by October 15
- A signed covenant with the Great Plains Annual Conference, adopted both by the agency's board of directors and the Great Plains Annual Conference (represented by the Connecting Council)