



## YOUTH & YOUNG ADULT MINISTRY GRANTS

*Always Being Made New: The Campaign for the ELCA* gives us the opportunity to expand our ministries among youth and young adults to cultivate young leaders, embrace a culture of diversity and inclusion, and build a robust network of support.

Through the Youth and Young Adults ministry of *The Campaign for the ELCA*, we will focus on the following **Core Values**:

- Form faith in youth and young adults
- Develop and multiply youth and young adult leaders
- Start new ministries or enhancing current efforts
- Promote collaboration and creativity
- Engage youth and young adults of color
- Accompany communities and persons living in poverty
- Innovation

### GRANT GUIDELINES

Applications must be submitted on behalf of a partnership of two or more ELCA-related ministries, one of which must be a congregation or synod.

- Grants will range from \$5,000 to \$40,000.
- Grants are one-time, lump sum grant amounts.
- Previous Youth and Young Adult Campaign Grant recipients (awarded in 2015) are not eligible to apply.
- Grant applications will be received September 4 – October 31, 2018. Applicants will be notified and funds dispersed in December 2018.
- Funds will be directed through an established ELCA ministry.
- Grant recipients are expected to establish measurable outcomes, provide two updates on their project, one six months after the start date and a final report. Recipients also agree to participate in at least one online gathering of grant recipients.

Grants will be received and awarded via ELCA GrantMaker system. The application questions are included on the online application form. All sections of the application must be completed by the grant application deadline.

## **Tips for a Successful Youth and Young Adult Grant Application**

- 1. Submit the application by the due date:** First, you must register (Step #1) in the ELCA GrantMaker system no later than **October 19, 2018**. All completed applications (Step #2) are due by **October 31, 2018**. Applications received after the due date will not be considered.
- 2. Pay attention to the grant Core Values and Grant Guidelines:** Grant applications will be reviewed and awarded based on how closely they match the Core Values and Grant Guidelines. Please note that applications must be submitted on behalf of a ministry partnership. Grant applications from single entity ministries will not be considered.
- 3. Provide a detailed, specific, and clear rationale for the grant request:** The grant application requires that you submit a Project Narrative, Goals and Objectives, Project Outcomes and Indicators.
- 4. Provide a clear and accurate budget proposal:** The grant application requires that you upload a budget for your proposed grant project. It is crucial that the budget proposal submitted be both accurate and clear. Applicants should submit a complete project budget including all planned revenue (including the requested grant amount) and all expenses.
- 5. Check your email as often as possible:** After applying for an ELCA grant, you can expect to receive email communication from our office. It is your responsibility to read these emails and to respond as quickly as possible. Applicants who respond to requests in a timely manner typically meet program deadlines more easily.

## How to Register – Step #1

Follow these steps to complete an ELCA GrantMaker registration request.

1	Access the ELCA GrantMaker login page at <a href="https://elca.fluxx.io/">https://elca.fluxx.io/</a> . We recommend using the Google Chrome browser.
2	Click <input type="button" value="Create Account Now"/>
3	<b>What grant are you registering for?</b> Select the following response. If you do not select one of this response, your request may be denied. <ul style="list-style-type: none"><li>• <b>Youth and Young Adult Ministry Grants</b></li></ul>
4	<b>How did you learn about this grant/scholarship?</b> Select “Email from ELCA,” or any other relevant response
5	<b>Are you applying as an individual or on behalf of an organization?</b> <input type="button" value="Select “Organization”"/> 
6	<b>Complete remaining registration questions.</b> Click <input type="button" value="Submit Request"/>
7	Before you can access the application forms, our office will need to confirm your registration. <b>You will receive a response from us within 5 business days</b> , and likely sooner. If you do not receive a response within 5 business days, please email us at <a href="mailto:zara.tunstill@elca.org">zara.tunstill@elca.org</a> . When your registration is approved, you will receive an email with the subject “New User Information.” This email will list your username and will give you instructions for creating a password.
8	To <b>set your password</b> , click the URL link in the email you received. On the login page, click “Reset or create password.” Follow the instructions to reset your password using the email address registered with your account. You will receive a password reset email with a unique link for setting your password. Please note that passwords are case sensitive and must have a minimum of 9 characters.
9	After you set your password, you will be able to <b>log in to the portal using your username (found in the “New User Information” email) and password</b> . You can access the portal any time at <a href="https://elca.fluxx.io/">https://elca.fluxx.io/</a> .

## How to Apply – Step #2

Follow these steps to complete a Grant Application. You must complete Step #1 (registration) first.

1	Access the ELCA GrantMaker login page at <a href="https://elca.fluxx.io/">https://elca.fluxx.io/</a> . We recommend using the Google Chrome browser.
2	<p>Log in using the username and password you set during the registration process. You can always reset your password by clicking the “Reset or create password” link.</p> <div data-bbox="1158 405 1569 566"><p>Login Now:</p><p>Username</p><p>Password</p></div>
3	<p>Read the full instructions on the <b>GrantMaker homepage</b>. These instructions explain how to navigate the application portal.</p>
4	<p>To access the application forms, click “Applications” in the menu on the left.</p> <div data-bbox="1111 720 1569 941"><p>INFORMATION</p><p>Grantee Portal</p><p>Applications</p><p>Resources</p></div>
5	<p><b>Click Application Group 7:</b> Campus Ministry, Convening Leaders, Disability Ministries, Domestic Advocacy, Endowment Grants-ND/SD, Hunger Education, Justice for Women, Multicultural Ministry, New Ministry Profiles, Renewal, Women of the ELCA, and Youth &amp; Young Adult Ministry</p> <p>Click <b>Youth and Young Adult Ministry Grants (DM-019)</b></p>
6	<p>When you are ready to begin your application, click “Apply for a Grant”</p>
7	<p><b>Begin filling out your application.</b> Note that all questions designated by an asterix are required and must be filled in before submitting. The application does not save automatically. You must click the “Save” button (located at the bottom of the page) to ensure your answers will not be lost. Please click “Save” regularly while you fill out this form. After you save your application, you may leave and return to it at a later time. Your saved application will be located in the “Pending Requests” section, found on the left side of the portal. To work on a saved application, open it and then click “Edit” in the top right corner of the screen. <b>Please note that all applications required that you upload a project budget.</b></p>
8	<p>When you are finished with the application, you may submit it by first clicking “Save” and then clicking the “<b>Submit Application</b>” button at the bottom of the page. You must complete all required questions, denoted with an asterix, before you can submit the application. Once you submit the application, you cannot make any changes.</p>