

## THE FLORENCE HANSMAN LEGACY FUND

Meridian Street United Methodist Church

*rev. 11/21*

### ***Fund Overview***

The Florence Hansman Legacy Fund is a permanent fund of the endowment of Meridian Street United Methodist Church.

The purpose of the fund is to use the income generated by the principal to support innovative or experimental projects that do one or more of the following:

- attempt to meet community needs and challenges in new and creative ways
- employ existing public resources, community assets, and opportunities to strengthen the community
- expand existing programs to serve a wider population or provide a greater level of service

### ***Criteria for Grant Requests***

The Florence Hansman Legacy Fund of Meridian Street United Methodist Church seeks applicants who:

- Have a new vision for providing quality services in our community
- Seek to meet new or existing community challenges
- Demonstrate a commitment to long-range planning, financial stability, and sustainability
- Have a solid, realistic plan for evaluating the effective use of the grant dollars
- Promote cooperation among organizations without duplicating services
- Use a proactive approach to solving problems
- Show evidence of realistic organizational planning and management
- Align with the mission and values of Meridian Street United Methodist Church

Priority is given to projects in the immediate geographic area of Meridian Street United Methodist Church.

Grant applications up to \$20,000 may be submitted for consideration.

Projects funded should begin within twelve (12) months of the application date and be completed within one (1) year of the date funding begins. Multi-year projects may be considered for two years of funding, with the possibility of an additional funding beyond that (with a second application at the two year point). Funding is contingent on evidence of meeting benchmarks throughout the project period, and multi-year projects are encouraged to consider a step-down funding model.

### ***Grant Process***

*All applicants* must submit a complete application to be considered for funding from The Florence Hansman Legacy Fund. Grant requests are to be submitted using the application form specific for The Florence Hansman Legacy Fund. You can complete the form online [here](#).

Grant requests must be received no later than these deadlines: February 25 and September 25. The requesting entity will be informed by email of the approval or denial of the grant application.

All inquiries regarding The Florence Hansman Legacy Fund should be addressed to [Rev. Mary Dicken](#). Emailed PDF applications are preferred.

In the event that grant funds for that year are fully expended before the deadline by which an application is received, the application will be considered at the first committee meeting of the next calendar year without resubmission.

Responsibility for approval or denial of grant requests lies solely with The Florence Hansman Legacy Fund Committee.

### ***Granting Agency***

The Florence Hansman Legacy Fund is a fund of Meridian Street United Methodist Church. Fiduciary responsibility for the fund lies with the church's board of trustees. Accordingly, The Florence Hansman Legacy Fund Committee will provide regular reports on the fund's granting activity to the trustees as well as the church council. The Florence Hansman Legacy Fund Committee of Meridian Street United Methodist Church will adhere to all relevant policies adopted by the church.

### ***Application Guidelines***

*Grant Cycle:* The Florence Hansman Legacy Fund will consider funding requests for grants on a quarterly basis. The committee generally meets the week following each application deadline, as long as funds are available.

*Eligibility:* The Florence Hansman Legacy Fund serves to provide funds for charitable and service organizations within the greater Indianapolis area for projects that fall within the grant-making priorities of the fund. Proposals submitted by an entity under the auspices of another agency must include a written statement signed by the agency's designated leadership agreeing to act as the entity's fiscal sponsor, to receive grant monies if awarded, and to oversee the proposed project.

*Terms of Grant Agreement:* The grant must be used exclusively for the purpose described in the funding proposal and any related correspondence. Requests to use any portion of the grant for other purposes must be made in writing to The Florence Hansman Legacy Fund Committee through Meridian Street United Methodist Church and must be consistent with the original purpose of the grant. Any portion of the grant expended for unapproved purposes must be repaid on demand.

The Committee may request progress reports throughout the project period. A final report at project completion is required of *all* grantees, highlighting how the grant funds were used, comparing actual expenditures to the projected budget in the application, and providing any needed explanation for changes from the originally proposed project. Reports should be emailed to The Florence Hansman Legacy Fund Committee, via [Rev. Mary Dicken](#). Failure to submit a final report excludes the grantee from future funding.

As the Florence Hansman Legacy Fund is an expression of the ministry of Meridian Street United Methodist Church, we welcome and encourage other opportunities to learn more about and build meaningful relationships with the organizations receiving grant funds.

The purpose of the grant is to support a specific project. Therefore, any portion of the grant unexpended at the completion of the project or at the end of the grant period must be repaid within 30 days unless otherwise authorized, in writing, by The Florence Hansman Legacy Fund Committee.