

OTTO LEGACY FUND  
Meridian Street United Methodist Church  
*rev. 10/19*

### Fund Overview

The Otto Legacy Fund was established as a new permanent fund of the endowment of Meridian Street United Methodist Church following the sale of Camp Otto on June 7, 2005. Historically, the fund has focused on supporting experiences that include overnight and day-camp experiences, retreats, experiential programs, or other projects in the spirit of Camp Otto's legacy.

### Purpose of the Fund

The purpose of the fund is to use the income generated by the principal to support:

- activities that directly benefit fellowship and spiritual formation of the Meridian Street UMC youth through retreats and camping experiences, mission experiences, etc.
- fellowship and spiritual development of other Meridian Street church groups
- outreach to Indianapolis area disadvantaged youth for enriching and developmental experiences
- initiatives to engage spiritual, emotional, and educational growth and wellbeing in children and youth

Priority is given to Meridian Street UMC groups and established partner organizations that meet the above criteria. Special consideration is also given to other groups that serve children and youth, especially in high need communities in Indianapolis. A "community" may be a discrete population of children or it may be a geographic area. Preference is given to organizations that wish to solidify emerging programs or to reach new populations through existing programs, perhaps by adding new program elements. Grants are generally \$5,000 or less.

Grants may be offered to an organization for two consecutive years, with the potential to reduce the size of grant in the second year, so that there is an eye toward sustainability. After a year away, the organization may choose to apply again and offer a program that meets current needs and changes in the environment. This limitation on funding does not apply to Meridian Street UMC groups.

Ministries within Meridian Street UMC as well as other charitable organizations are invited and encouraged to complete the application for funding.

### Grant Process

*All applicants* must submit an application to be considered for funding from The Otto Legacy Fund. Grant requests are to be submitted using the application form specific for The Otto Legacy Fund. You can download the grant application [here](#).

Grant requests must be received no later than February 25 and September 25 to be considered in that funding cycle. The requesting entity will be informed by email of the approval or denial of the grant.

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

Grants are available each calendar year, until the funds for that year run out. In other words, funding from The Otto Legacy Fund is available on a first-come, first-served basis.

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

### Criteria for Grant Requests

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

- Have a significant history of or a new vision for providing quality services in our community
- 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
- Seek to meet new or emerging challenges in the community, especially of children and youth
- Promote cooperation among organizations without duplicating services
- Use a preventative approach to solving problems
- Show evidence of realistic organizational planning and management

Projects funded should begin within twelve (12) months of the application date and be completed within one (1) year of the date funding begins.

### Granting Agency

The Otto 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 Otto Legacy Fund Committee will provide regular reports on the fund's granting activity to the trustees as well as the church council. The Otto Legacy Fund Committee of Meridian Street United Methodist Church will adhere to all relevant policies adopted by the church.

### Application Guidelines

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

*Eligibility:* The Otto Legacy Fund serves to provide funds for organizations within the greater Indianapolis area for projects that fall within the grant-making priorities of the fund. The fund welcomes proposals from nonprofit organizations that are deemed tax-exempt under section 501(c)(3) of the Internal Revenue Code and from governmental agencies serving the area. Proposals submitted by an entity under the auspices of another agency must include a written statement signed by the agency's board president or other authorized individual on behalf of the board of directors agreeing to act as the entity's fiscal sponsor, to receive grant monies if awarded, and to oversee the proposed project. Grants will be given as one-time support of a project or organization.

*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 Otto 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 project must be completed by the end of a one-year period. The Committee may request progress reports throughout the project period. A final report at project completion is required of *all* grantees. A summary of expenditures must accompany these reports. Failure to submit a final report excludes the grantee from future funding. As the Otto 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 Otto Legacy Fund Committee.