ADVENTIST COMMUNITY SERVICES

Seed Grant

APPLICATION REQUIREMENTS

www.communityservices.org

Seventh-day Adventist Church | North American Division

Purpose

ACS Seed Grants are awarded to ACS programs in the U.S. and Bermuda and are intended to encourage innovation and increased humanitarian service in the community. Funds to support ACS in Canada are administrated by the Canadian Union which may or may not include grant opportunities.

Grant Description

Eligible ACS programs must be a church-based ministry associated with one or more local Adventist Churches. The funded projects will establish a new ACS ministry or improve an existing one.

1. Eligible Expenses

- The Seed Grant assists with **capital purchases only**. For example: equipment, tables, shelving, or computers - items which will be used repeatedly to serve multiple clients.
- The cost of supplies associated with renovating spaces primarily used for ACS ministries are also eligible for funds. **This does not include permits or labor costs**.
- Seed Grant funds **cannot** be used for operating expenses such as utilities, purchase of a building, salaries or rent.
- Other expenses may be included in your budget to demonstrate the scope of the project, but only eligible capital expenses will be considered for funding.

2. Partnership

- The Seed Grant is a partnership between three contributing entities:
  NAD ACS: Approved request will receive awards of up to 75% of the eligible project expenses with a maximum of $10,000 per request.
  Local Church and Conference: Working together, these local entities will fund at least 25% of the budget. While there is no minimum amount required of each entity, they should **BOTH** be represented. The financial commitments of each will be taken into account during the review process.

3. Frequency

- Ministries that received seed-grant funding are eligible to submit new proposals after three years.

Application Guidelines

1. **First, contact your local Conference ACS Director to discuss your project** and goals. Work with them throughout your proposal process.
2. Solicit commitments of funding from your church/ACS Center, the local conference, and any other sources of funding that may be available to you.
3. Letters of endorsement from your Conference ACS Director and one of the Conference Administrators **are required in your application.**
4. If possible, attach photos of what you plan to purchase within your application.
5. Once the application is submitted, it cannot be revised. However, it can be saved as a draft. You will be emailed a link to access it later. This link cannot be shared with anyone else.
6. *Complete the application up to four weeks prior to the deadline* by clicking on the following link: **https://sec.naddocs.org/Forms/SeedGrant**.
7. A Working Document is posted on the Seed Grant webpage so you can draft a proposal ahead of time.
8. The ACS Grants Review Committee will evaluate your application. Applications which meet the criteria are then recommended to the NAD ACS Board for final approval. You will be notified of the results approximately 6 weeks after the application deadline.

Visit the ACS Seed Grant webpage: **https://www.communityservices.org/acs-grant-applications/**
For questions, call Wynelle Stevens at 443-391-7254 or email at acs@nadadventist.org

Reporting

Awarded funds will be sent to the local conference office who will forward it to the local church. The church treasurer will keep all financial records for the project and ensure that the money is being spent on the approved expenses.

All grant **recipients are required to submit a report within six months** of receiving the funds. If your project is not ready to spend the funds in that time frame, please hold your proposal until the next deadline.

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Seventh-day Adventist® Church
NORTH AMERICAN DIVISION