



DISASTER GRANT GUIDELINES

North American Division (NAD) Adventist Community Services (ACS) is committed to supporting the operations of ACS Disaster Response (DR) Ministries of Local Conferences and Union Conferences in the NAD. As a result, the NAD ACS Board has allocated matching funds for disaster response efforts.

ELIGIBILITY

- Only **Conferences and Unions** may submit a proposal.
- **One grant application will be accepted per event.**
- To be considered, project proposals must be **received and approved by NAD ACS DR prior to implementation.**
- The following expenditures **are not eligible** for grant funding:
 - Payments to other disaster response organizations
 - Payments to disaster survivors
 - Repair of church-owned properties
 - Payment for volunteer services
- Expenses incurred by deployed volunteers or personnel are not normally considered for funding. Exceptions may be granted on a case-by-case basis if approved by NAD ACS DR prior to deployment.

APPLICATION PROCESS

Open Deadline: Proposals are accepted and considered as they are submitted

Submissions: Submit completed Disaster Grant proposals to: **ACS@nadadventist.org**

Approval:

- A small committee of ACS Disaster Response personnel reviews and approves all proposals
- In the case of larger requests, the proposal may also need to be approved by the NAD ACS Board

Grant Agreement: A grant agreement must be signed and returned to the NAD ACS before an award check will be sent.

Report: All Disaster Response Grant recipients are required to submit the ACS Grant Report within 6 months of receiving funds.



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Applicant Information:

Conference Name: _____ Date: _____

ACS DR Director: _____ Office #: _____

Email Address: _____ Cell #: _____

Event Information:

Event Name: _____ Date: _____

State Declaration #: _____ Federal Declaration #: _____

Description of Event: _____

Planned ACS DR Response: _____

Funding Sources:

Committed

Conference \$ _____

Union Conference \$ _____

North American Division (Requested) \$ _____

Other:

_____ \$ _____

_____ \$ _____

_____ \$ _____

_____ \$ _____

Additional Response Partners:

Organization	Relationship	\$ Value if applicable	Signed Agreement*

***Attach any agreements you have with another organization related to this response effort.**

Proposed Expenses:

Expense/Quantity	Description	\$ Amount
	TOTAL:	

Signature: _____ Date: _____



DISASTER GRANT AGREEMENT

ACS DR GRANT PROPOSAL AGREEMENT

The _____ Conference/Union agrees that:

1. Any awarded ACS Disaster Response funds **shall be used exclusively for the purchase of the items requested in your budget and approved by the NAD ACS Board.**
2. If unforeseen circumstances prevent you from using the funds for these purposes, you will either:
 - a. Return the funds to NAD ACS **or**
 - b. Submit a proposal to reallocate the funds for alternate expenses then **wait** for approval before making any expenditures.
3. _____ Conference/Union will submit a Grant Report within the six months of receiving the funds. If there are circumstances which make this difficult you will contact NAD ACS to request an alternative.

- I understand that my failure to fulfill this agreement will adversely affect my opportunities to receive future grant funding from the NAD ACS Ministries Department.

My signature below indicates that I have read, understood, and agree to all items listed here and all items set forth in this document and that the information is correct to the best of my knowledge.

This signed form is seen as a binding agreement

Signature: _____ Date: _____

(ACS Director/Title) Designated Person

Please submit grant applications to: **ACS@nadadventist.org**