

## **PROCEDURE AND PROTOCOLS IN REQUESTING CHURCH ASSISTANCE FUNDS FROM THE NORTHWEST INDIANA BAPTIST ASSOCIATION**

- ❖ Request for funds will be considered only from churches.
- ❖ Request for assistance of an event will be considered only when presented with a defined strategy, budget for the event, and a means of evaluation following the event.
- ❖ Churches must demonstrate how this project will assist them in sharing the gospel, making disciples or impacting communities.
- ❖ The local sponsoring congregation must be a financial partner in the project before the request will be considered by the Association. (Association contributing 25%-33% of the total cost)
- ❖ The amount granted by the Association will be in accordance to the need for the project, the strategy for the project and the budget proposed by the requesting church.
- ❖ Request must be submitted at least 30 days before funds are needed and budgeted in the year that the event occurs.
- ❖ If no follow-up form is completed, there will be no help for your next event until the previous follow-up form is completed.
- ❖ Equipment Request Form
- ❖ 50% - \$250. Developing Pastors and Revitalization does not apply to Emergency Funds.