

**Guidelines for the Operation of the
Herbert D. Valentine Millennium Fund
For Grants, Scholarships, and Mission Endeavors**

I. Purpose and Objectives

Resources from the Herbert D. Valentine Millennium Fund (the Fund) will enhance the mission of God's church. Support will be granted to individuals engaging in mission studies and to groups planning to strengthen their faith community's efforts to "care for the least of these."

Proposals with potential for promoting growth of mission endeavors in the Baltimore Presbytery and proposals related to national or global mission will be considered. The scope of the fund may include scholarships, interfaith and/or ecumenical projects.

Grantees may include the following:

- Individual members of the churches of the Presbytery
- Clergy of the Presbytery
- Congregations and organizations related to the Presbytery or of which the Presbytery is a member
- Members of other religious communities and faith-based organizations

II. Management of the Fund

Overall implementation of these Guidelines is the responsibility of the Presbytery Cabinet according to the following procedures:

- A. The Cabinet (the 'Council' in 2000) shall request the Trustees of the Presbytery to establish an initial capitalization endowment of \$100,000 by September, 2001 from revenues derived from the May, 2000 retirement event honoring Dr. Herbert D. Valentine and from other sources as determined by the Trustees.
- B. The Fund shall be managed by the Trustees in the same manner as other designated portfolios.
- C. Disbursements shall be made only from endowment earnings on an annual percentage basis as determined by the Trustees.
- D. Individual grants or scholarships under this program shall not exceed \$5,000.
- E. The Commission on Spiritual Leader Development will assume specific responsibility for ongoing operation of the Fund and maintenance of the guidelines.
- F. Initial disbursements from the Fund will be made beginning on and no later than September 1, 2002.

- G. The Spiritual Leader Development Commission shall report annually to the Trustees regarding grants awarded during the year past.

III. Application Instructions

- a. A cover letter should accompany applications for individual scholarships and proposals from local churches and organizations.
- b. A proposal should contain the following information:
 - 1. A description of the proposed mission ministry. Identify the focus of the mission, the number of people to be directly and indirectly served, and the needs to be met by this ministry. Include a list of names and addresses of members of any over-sight group for this project.
 - 2. A list of specific objectives and a description of the procedures for accomplishing each objective. Include a time line for the accomplishment of objectives with benchmarks to evaluate and measure progress, success, or completion. Also include job descriptions of any positions to be funded by the HDV Millennium Fund grant.
 - 3. A proposed budget. Include committed and potential income from other sources. If potential income is pending, indicate when a decision is expected. Indicate how a grant from the HDV Millennium Fund would be used.
 - 4. A statement of how the project relates to the mission of the Presbytery, the sponsoring church, or the faith-based organization. Include the church's or organization's mission statement.

The Presbytery's Mission Statement is as follows:

Called to community by God, disciplined by Jesus Christ, enlivened by the Holy Spirit, Baltimore Presbytery encourages, challenges and equips our congregations to thrive spiritually and be apostles for reconciliation.