



**General Overview
and
Evangelism Grant Application
Guidelines**

January 1, 2012

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GENERAL OVERVIEW

THE OUTCOMES WE SEEK

The Foursquare Foundation was created for a single **PURPOSE**: To accelerate world-wide, interdenominational evangelism. It is the **MISSION** of the Foursquare Foundation to invest in leaders who transform people, cities and nations through the power of the Holy Spirit. It is our **VISION** to resource fruitful evangelism which reaches and discipless people in all regions of the world to be followers of Jesus Christ.

The Foursquare Foundation's approach to fulfilling this mission is to invest in proven evangelistic leaders by providing an '**AFTERBURNER**' to existing ministry efforts. An important theme for the Foursquare Foundation is increasing the leadership capacity of the evangelistic community and nurturing the spiritual growth of new believers to produce a greater reach to the harvest and increase of the Kingdom.

KEY FUNDING CONSIDERATIONS

The following are the key decision criteria for all Foursquare Foundation grants:

Project Leader Experience

Whether applying for an Evangelism Grant, or a Ministry Leadership Development Grant (MLD), the Foursquare Foundation believes that proven leadership is an essential component to fulfilling the call to reach the lost with the Gospel. An ideal Project Leader will have a fruitful evangelism track record and intentionally making disciples and training leaders to do the same.

Project Outcomes / Results

For the Evangelism Grants, how many new believers will become true disciples? For the MLD grants, how many new leaders will be deployed into "disciple-making" ministry? The focus of the Foursquare Foundation is to invest in evangelism. Foursquare Foundation grants should be viewed as an '**AFTERBURNER**' to existing evangelism efforts, providing the additional resources to extend the harvest further.

Follow-up and Discipleship

The specific focus of the Foursquare Foundation is to accelerate the number of decisions made to be followers of Jesus Christ followed up with a commitment to discipleship. Therefore, whether you are leading a brand new believer into taking the steps of a disciple, or training others to do the same, the Foursquare Foundation considers either to be vital unto the fulfillment of the Great Commission.

Emerging Leader Mentoring

The focus of the Foursquare Foundation is to accelerate both the number of those who will make a decision to follow Jesus Christ and the discipleship of these new believers. Therefore, both discipling these new believers (Evangelism Grant), or training others to do the same (Ministry Leadership Development Grant), the Foursquare Foundation considers both to be a vital part in fulfilling the Great Commission.

Support and Accountability Team

All Foursquare Foundation Project Leaders must choose a specific Accountability Team to whom they will submit for support and accountability in the areas of operations, finances, and spiritual/personal covering. This Accountability Team will be kept informed monthly by the Project Leader during the project term about the project plans, outcomes, and budget.

Financial Sustainability

The purpose of the Foursquare Foundation is to accelerate proven leaders who will continue to advance their ministry efforts after the Foundation funding partnership has ended. The Foundation requests each project to plan ahead for the future regarding how they will financially sustain the project after the Foundation partnership has ended.

ANNUAL SCHEDULE FOR GRANT APPLICATION

The Foursquare Foundation Grant Application is available online at www.foursquarefoundation.net during two annual grant cycles:

Grant Cycle 1 (January 1 - February 15)

January 1	Grant Application is available via www.foursquarefoundation.net through an online registration process
February 15	(11:59pm, Pacific Time) - Deadline for online grant submission
March*	Grant applications are scored and finalists are determined; preliminary declinations notices are sent
April*	Finalists are presented to the Foursquare Foundation Board of Directors and grant award decisions are made; final declination notices are sent
June / July*	First distribution available to awarded grants

** Approximate date*

Grant Cycle 2 (July 1 - August 15)

July 1	Grant Application is available via www.foursquarefoundation.net through an online registration process
August 15	(11:59pm, Pacific Time) - Deadline for online grant submission
Sept*	Grant applications are scored and finalists are determined; preliminary declinations notices are sent
Oct*	Finalists are presented to the Foursquare Foundation Board of Directors and grant award decisions are made; final declinations notices are sent
Dec / Jan*	First distribution available to awarded grants

** Approximate date*

GRANT SPECIFICS

Project Funding Term

The grant funding term will not exceed one year. The table below shows how all grant funding is disbursed over the course of the year in which it is funded.

Quarter	% Disbursement
Quarter #1	15%
Quarter #2	25%
Quarter #3	25%
Quarter #4	25%
Final Disbursement upon receipt of the Final Report at the end of Quarter #4	10%

Grant Request Amount

- Evangelism grants will range between \$10,000 and \$100,000
- Ministry Leadership Development grants will range between \$10,000 and \$40,000

Matching Funds

Matching Funds are an essential component in establishing a funding partnership where the partners (the Foursquare Foundation and the Project Leader) are equally providing funds toward the project. The Foursquare Foundation awards grants for Evangelism up to \$100,000 USD, and for MLD up to \$40,000 USD, representing no more than 50% of the overall Total Project Cost. For every dollar the Project Leader provides towards the project budget, the Foursquare Foundation will match that same amount up to the maximum indicated in the section above.

It is the expectation of the Foundation that 100% of matching funds be held in cash. However, in situations where this is not possible, please use the table below when planning your budget:

Matching Funds Guideline Percentages

Cash (USD)	At least 60% (no less than 60% of matching funds must be held in cash)
Goods-in-kind –non-monetary goods donated toward the project that you would have to otherwise purchase. <i>For example: food, Bibles, tracts, curriculum, etc.</i>	Up to 30% (no more than 30% of matching funds are allowed as “Goods-in-kind”)
Professional Project Labor - non-monetary professional service donated toward the project that you would have to otherwise pay cash for hire. <i>For example: a professional plumber or electrician, a professional sound technician, a professional IT (Information and Technology) expert, etc.</i>	Up to 10% (no more than 10% of matching funds are allowed as Professional Project Labor)

Project Budget

Each project is required on the application to complete a Project Budget. The Project Budget should include all expenses necessary to complete the project goals. The Project Budget has four itemized sections: Project Expenses, General Administrative Costs, Project Labor Costs, and Travel Expenses. These four sections should equal the Total Project Cost.

GRANT ALLOCATION

The Foursquare Foundation is awarding grants to the Foursquare family and interdenominational ministries on a worldwide basis. Approximately 60% of the grants will be awarded to Foursquare international projects, 30% of the grants will be awarded to Foursquare projects within the United States, and 10% will be awarded to interdenominational ministries around the world.

WHAT WE DO NOT FUND

The following expenditures will NOT be eligible for funding:

General Staff Salaries

Referring to salaries that would be considered expenses of the ministry’s annual operating budget. However, labor costs directly associated with the operation of the proposed project will be considered for funding and should be listed in the Project Labor Costs Detail section of the Project Budget on the application.

General Operations

Referring to the ministry’s overhead and general operating budget

Deficit Operational Funding

Referring to funds that would in any way contribute toward the support of general operations that are currently in deficit

Emergency funds

Referring to funds for a ministry that would be intended for any fiscal emergency

Emergency relief

Referring to any disaster relief efforts not associated with evangelism and soul winning. However, projects that have an evangelistic strategy in the wake of any disaster will be considered for funding

***Building Projects**

Referring to the constructions of any building

***Land Development**

Referring to building additions or modifications on new or existing properties

***Land Aquisition**

Referring to any real estate acquisition

Endowment Funds

Referring to funds donated to an institution, individual, or group as a source of income

Discriminatory Activities

Referring to any activity that would discriminate against age, race, socioeconomic status, or gender

Guest Speaker Honorariums

Referring to any honorarium / love offering / funds / gifts to any guest speaker

Political Activities

Referring to activities that support the promulgation of political agendas

Out-of-Country Travel

Referring to any travel to a project location outside of the country from which your ministry is based. *For example: The international travel costs for a United States-based ministry team to any nation outside of the U. S. would not be eligible for funding.*

***NOTE:** On a case by case basis, the Foursquare Foundation may consider requests for Foursquare building projects, land acquisitions, and facility rentals outside the United States. However, these may not exceed more than 50% of the grant request. Some US projects may request funding for facility rental on a case by case basis. It is highly recommended that you contact the Foursquare Foundation office for consultation before applying, if your evangelism strategy contains any of these facility considerations.

DECLARATION OF FAITH AND CORE VALUES

While the majority of all grant recipients will be affiliated with The Foursquare Church in some way, the Foursquare Foundation will consider funding any effective evangelism project, anywhere in the world, provided it is consistent with “The Foursquare Declaration of Faith and Core Values.” To review the complete Foursquare Declaration of Faith, visit www.foursquare.org/about/what_we_believe/salvation.

OTHER QUESTIONS

For additional questions relating to the Foursquare Foundation, please see the “FAQ” section via the website at www.foursquarefoundation.net/faqs/.

EVANGELISM GRANT APPLICATION GUIDELINES

Grant requests can be submitted through www.foursquarefoundation.net only. To fill out a grant application, visit the website between January 1 and February 15 for Grant Cycle 1, or between July 1 and August 15 for Grant Cycle 2.

BEFORE YOU BEGIN

Foursquare Foundation recommends all project leaders complete their own application. If the project leader requests someone else to apply on their behalf, it is the responsibility of the project leader to confirm all information provided is true and accurate before submitting the application.

REGISTRATION

In order to access the grant application the applicant must “Register” for a Grant ID. To register, visit the website on or after the Grant Cycle start date and click “Register Now”. After submitting your registration, you will receive an auto-response by email containing your Grant ID which will allow you to access your grant application on our website. The Grant ID is used to identify each project requesting funding from the Foursquare Foundation. After the Grant ID is generated, you will receive an e-mail that indicates the Grant ID for your records and use during the Grant Cycle. The Grant ID is case sensitive and must be typed exactly as it appears in the email. The Grant ID should be referenced in all communications with the Foursquare Foundation concerning the Grant Application.

EVANGELISM APPLICATION INSTRUCTIONS

Please use the information below as a guide for completing the Grant Application. Be concise, detailed, and specific according to the guidelines, keeping in mind more opportunity is given to share in greater detail in the future, should the application move to the second phase of the grant process.

[PAGE 1 OF APPLICATION]

SECTION 1: PROJECT INFORMATION

PROJECT LEADER INFORMATION

Project Leader Name

The person responsible for the project and accountable for project outcomes

Project Leader Title

Title of the Project Leader (e.g. Senior Pastor, President, Director, East Africa Regional Coordinator, etc.)

Project Leader Telephone Number

Telephone number of the Project Leader

Project Leader Cellular Telephone Number

Cellular telephone number of the Project Leader

Project Leader International Telephone Number

International telephone number for the Project Leader conducting ministry outside of the United States (please include country code)

Project Leader Fax Number

Fax number of the Project Leader

Project Leader Email Address

Email of the Project Leader

Project Leader Mailing Address

The mailing address of the Project Leader

Project Leader City

The city of the Project Leader

Project Leader State

The state of the Project Leader

Project Leader Zip Code

The zip code of the Project Leader

Project Leader Country

The country of the Project Leader

MONTHLY COMMUNICATIONS

Monthly Communications with the Grant Coordinator

The Foursquare Foundation values partnership with the Project Leader. As a component of this partnership, the Foundation establishes monthly communications with the Project Leader. These communications allow for the Project Leader to update the Foundation on the progress of the project goals. The Foundation considers the monthly communication a vital responsibility in the relationship between the Project Leader and the Grant Coordinator.

Checking the box signifies that the Project Leader is willing to commit to participating in communication with the Grant Coordinator, and is willing to provide ongoing updates on the goals stated in the application.

PROJECT LEADER DENOMINATION AFFILIATION

[PAGE 2 OF APPLICATION]

Please select one category from the following:

Category	Description
1	Project Leader is a credentialed (e.g. Licensed or Ordained) Foursquare leader whose project directly partners with a Foursquare Church.
2	Project Leader is a credentialed Foursquare leader whose project does not directly partner with a Foursquare church.
3	Project Leader is credentialed by a denomination or ministry other than The Foursquare Church. <i>Please be prepared to provide a letter of recommendation from a Foursquare Pastor.</i>

Note: If you have any questions regarding the above categories, please do not hesitate to call the Foursquare Foundation office @ (213) 989-4512.

PROJECT LEADER HOME CHURCH INFORMATION

[PAGE 3 OF APPLICATION]

Home Church Name

The official name of the home church attended by the Project Leader

Church Denomination

The denomination of the home church attended by the Project Leader

Senior Pastor

Senior Pastor of the home church attended by the Project Leader

Senior Pastor Phone Number

The phone number of the senior pastor of the home church attended by the Project Leader

Senior Pastor Email

The personal email of the senior pastor of the home church attended by the Project Leader

Home Church Address

The mailing address of the home church attended by the Project Leader

Home Church City

The city of the home church attended by the Project Leader

Home Church State

The state of the home church attended by the Project Leader

Home Church Zip Code

The zip code of the home church attended by the Project Leader

Home Church Country

The country of the home church attended by the Project Leader

PROJECT LEADER EVANGELISM EXPERIENCE

[PAGE 4 OF APPLICATION]

Ministry HISTORY

The Project Leader is asked to give a **history of his/her past evangelism ministry involvement** to date. This history provides a context in which the Foundation can understand the experience, education, and training of the Project Leader. When describing your ministry history, please include:

1. Number of years in ministry as a ministry leader.
 - *For example: Pastor John has been the senior pastor of Bible Foursquare Church for 14 years and before that was the youth pastor for 6 years.*
2. Number of years leading a project similar to the current application.
 - *For example: Pastor John has been leading summer outreaches similar to the outreach proposed in the project for the past 9 years.*
3. Level of formal and ministerial education.

- *For example: Pastor John graduated from Bible college in 1989 and from seminary in 1995.*

Number of Recorded Decisions over the Past Five Years of Ministry

This number represents the decisions for Christ recorded over the last five years under the direct leadership of the project leader.

Note: *This number should be from ministries that the Project Leader has **directly** overseen, NOT ministries that the Project Leader has simply been involved with.*

PROJECT LEADER REFERENCES

[PAGE 5 OF APPLICATION]

Project Leader References

These individuals must verify the history, current involvement, and ability of the Project Leader to achieve the stated goals. The individuals listed in the application must agree to be available for contact as a Project Leader Reference.

Note: Please do not include family members or people accountable under the Project Leader. For example: children, spouses, employees, or members of your church. Also, do not include anyone listed as an Emerging Leader in the application.

SPONSORING ORGANIZATION INFORMATION

[PAGE 6 OF APPLICATION]

Sponsoring Organization Name

The Sponsoring Organization is the organization whose operating financials must substantiate the ministry. The Sponsoring Organization can be a Foursquare Church, other church, or an independent organization. All grants must be processed through a registered Non-Profit (501 (c)(3) organization), NGO (Non-Governmental Organization), or a ministry recognized by The Foursquare Church. If awarded, all grant disbursements will be made through the Sponsoring Organization.

Sponsoring Organization Address

The mailing address (please no PO Box addresses) of the Sponsoring Organization where all correspondence from the Foursquare Foundation will be received

Sponsoring Organization City

The city in which the Sponsoring Organization is located

Sponsoring Organization State

The state in which the Sponsoring Organization is located

Sponsoring Organization Zip

The zip code in which the Sponsoring Organization is located

Sponsoring Organization Country

The country in which the Sponsoring Organization is located

Sponsoring Organization Web Site

The web site of the Sponsoring Organization of the Project

Sponsoring Organization Denominational Affiliation

The Sponsoring Organization's denominational affiliation

PROJECT NAME

[PAGE 7 OF APPLICATION]

Provide a concise and descriptive name of the project (e.g., Nairobi Church Plant, National Discipleship Project - Venezuela, Equipping Evangelism Teams - Norway, Hope for Haiti). Limited to 50 characters.

PROJECT LOCATION

Please identify the region and the country in which the project will take place.

Project Region

Region in which the ministry will take place

Please select from the following list of regions:

USA	West Africa
Canada, Mexico, & Caribbean	South Africa
Central America	South Asia
South America	Southeast Asia
Europe	North Asia
Middle East	South Pacific
East Africa	

Project Country

Country in which the ministry will take place

For example:

A ministry team is church planting in Brazil

Project Region: South America

Project Country: Brazil

PROJECT TYPE

Please select from the following project types. This selection should be based on the project's outcome / results within the calendar year funded.

Church / Cell Planting Evangelism

Any evangelism that results in a church / or cell group being planted

Community Outreach Evangelism

Any evangelism that saturates a community with the Gospel while meeting a tangible need that will have lasting and sustainable impact on the community (e.g. medical clinics, water wells, food distributions, clothing distributions)

Event Outreach Evangelism

Any evangelism that is a one-time event

Media Evangelism

Any evangelism based on a saturation model that relies on media to share the gospel (e.g. radio programming, television programming, web-streaming, print media, etc.)

SECTION 2: PROJECT PLAN OF ACTION

PROJECT PLAN OF ACTION

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Focus the PROJECT PLAN OF ACTION on the plans for **evangelism**. Describe the specific project, a specific period and timeline, and an anticipated outcome. Specific details (what is going to be done and how it is going to be done) are essential. The description should be focused on the actual project actions, **not general ministry philosophy**.

For example: *“Our project plan is to plant 6 new Foursquare Churches in Lilongwe and Mzuzu. To do this we plan to place 6 new water wells and conduct weekly services inviting people to come and hear Bible stories. Along with this, we will host 12 VBS weeks - two at each site at different times during 2011 to establish strong ministry to children and youth. We anticipate 500 New Believers and 250 New Disciples.”*

PROJECT ACCELERATION

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Considering project outcomes and results last year, describe how the Foundation funds will accelerate and multiply existing evangelism efforts and results. The description of Project Acceleration answers the question: “With a Foursquare Foundation grant, how much more work could be done and how many more souls could be saved in addition to our ministry results from last year?”

EMERGING LEADER MENTORING

[PAGE 10 OF APPLICATION]

Emerging Leader Mentoring Plan of Action

It is the heart of the Foundation that Project Leaders who are gifted and called evangelists begin to train, lead, and release the next generation into ministry. An Emerging Leader is someone who is identified and observed as gifted, called to evangelism, and will be directly disciplined and trained by the Project Leader. Each should be intentionally trained with the goal of multiplying ministry fruitfulness and release into a leadership capacity. Describe the **specific method** the Project Leader will use to disciple and train each Emerging Leader including:

1. Frequency of interaction between the Project Leader and Emerging Leader (e.g. daily, weekly, monthly)

2. Ministry training and equipping of the Emerging Leader **with the Project Leader** (e.g. seminars, curriculum, training materials)
3. Ministry participation of the Emerging Leader **with the Project Leader** (e.g. preaching, teaching, follow-up with new believers under the observation of the Project Leader)
4. Relational mentoring of the Emerging Leader **by the Project Leader** (occurring between the Project Leader and the Emerging Leader through regular spiritual input, personal counsel, and assessment)
5. Plan for the release (commissioning) of the Emerging Leader into ministry **after the project term** (e.g. Emerging leader pioneers church planting, Emerging Leader leads a crusade, Emerging Leader oversees new radio program)

Note: Emerging Leaders MAY NOT be Accountability Team members or Project Leader References.

Emerging Leader Check Box

The check box on the application indicates the Emerging Leader:

1. Agrees to and understands the plan indicated on the application
2. Is called to evangelism and will be directly discipled and trained by the project leader

PROJECT LEADER HISTORY OF MENTORING EMERGING LEADERS

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Project Leader HISTORY of Mentoring Emerging Leaders

The Foursquare Foundation believes in supporting proven leadership. The Project Leader's history in the area of Leadership Development provides a context for the current project's Leadership Development Plan. Describing the general methods used in the area of leadership development demonstrates the potential for success of this project. The history should include the following:

1. Frequency of **past** interaction between the Project Leader and Emerging Leaders (e.g. daily, weekly, monthly)
2. **Past** ministry training and equipping of Emerging Leaders **with the Project Leader** (e.g. seminars, curriculum, training materials)
3. **Past** ministry participation of Emerging Leaders **with the Project Leader** (e.g. preaching, teaching, follow-up with new believers)
4. **Past** relational mentoring of Emerging Leaders **by the Project Leader** (e.g. spiritual input, personal counsel, assessment)
5. **Past** plan for releasing (commissioning) Emerging Leaders into ministry **without the Project Leader's direct oversight** (e.g. pioneer church planting, multiplied outreaches)
6. **Past approximate** number of Emerging Leaders mentored, trained, released into ministry

Number of Emerging Leaders Mentored Last Year

Please give an approximate number of emerging leaders previously mentored, trained, equipped, and released by the project leader into ministry.

FOLLOW UP AND DISCIPLESHIP OF NEW BELIEVERS

[PAGE 12 OF APPLICATION]

Follow up with New Believers

Please describe, step by step, the project's plan to "follow up" with each new believer that makes a decision to follow Jesus. The Follow Up plan should be comprised of methods that will help the new believer connect and participate in a plan for discipleship after they make a decision to follow Jesus.

Discipleship of New Believers

The Foursquare Foundation values both quantity (decisions to follow Jesus) and quality (continued commitment to the faith) of ministry efforts. Describe the PLAN for the discipleship of the individuals who have become new believers as a result of evangelism efforts. The plan should clearly articulate **how** and **when** the following steps will occur during the project term:

1. Water Baptism
2. Holy Spirit Baptism
3. Joining into a church family
4. Programs or materials that help the disciple engage in the Biblical teachings of Jesus and their practical application to everyday life (e.g. ALPHA, New believers class, workbooks)
5. Partnering churches or organizations (if any outside of your ministry)

Church plants

If a church(s) will be planted as a part of your project, give the plan of action showing how, when and where they will be formed. Indicate the definition of a church plant for the Foursquare family according to the Project Country in which the church will be planted. If interdenominational, how do you define a church plant?

Cell/home/small groups

If a cell/home/small group(s) will be opened as a part of your project, give the plan of action showing how and when they will be formed. Indicate the definition of a cell/home/small group for your context in your Project Country in which the cell/home/small group will be opened. If interdenominational, how do you define a cell/home/small group?

History of Follow Up and Discipleship of New Believers

The Foursquare Foundation believes in supporting proven leadership. The Project Leader's HISTORY in the area of follow-up and discipleship provides a context and foundation for the current project's Follow-up and Discipleship Plan. Describing the general methods used in the area of follow-up and discipleship demonstrates the potential for success of this project.

In your past ministry, how have you:

1. Lead new believers to be **Water Baptized**?
2. Lead new believers to be **Holy Spirit Baptized**?
3. Lead new believers to **Join** a church family?
4. Discipled new believers using **Programs** or **Materials** that help the disciple engage in the Biblical teachings of Jesus and their practical application to everyday life, and if so, what were the programs or materials used (e.g. ALPHA, New believers' class, workbooks)?
5. Partnered with other organizations for Follow Up and Discipleship of New Believers and which organizations did you partner with?

SECTION 3: EVANGELISM AND DISCIPLESHIP OUTCOMES AND RESULTS

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It is important that the Foundation funds leaders and strategies that have a substantial history of soul-winning. If the project is selected for funding, a monthly report documenting the number of people making decisions for Christ will be required. Use the following example to help determine your evangelism and discipleship outcomes:

Evangelism Outcomes Last Year:

Grant Application Question	Example	New Believers Recorded
<p>Last year: Number of New Believers Recorded Last Year How many decisions were recorded through your project / ministry last year? (This should be the decisions recorded last year utilizing the same ministry strategy that you are now requesting that the Foursquare Foundation help "Accelerate.")</p>	<p>Last year, Pastor John did 2 neighborhood outreaches</p>	532

Evangelism Outcomes During This Project Term:

<p>Without the grant partnership: Number of New believers to be Recorded During the Project Term: Basing your projections from previous ministry efforts when carrying out this project, please estimate how many new believers will be recorded if the ministry would act alone without the partnership of the Foursquare Foundation. This number could be the same as last year.</p>	<p>Without the grant funding, Pastor John will conduct 2 outreaches as he has in the past.</p>	500
<p>With a grant partnership (additional outcome) Number of Additional New Believers to Be Recorded During the Project Term IF partnering with the Foursquare Foundation, and as a direct result of this project's outreach, approximately how many ADDITIONAL New Believers will be recorded during the project term?</p>	<p>With grant funding, Pastor John will conduct 2 additional outreaches</p>	500
<p>Total Expected Decisions for Project Term</p>	<p>A total of 4 outreaches</p>	1,000

Discipleship Outcomes:

Application	Example	Answer
<p>Last year: <u>Number of New Believers Entered the Project's Discipleship Plan Last Year</u> How many disciples were recorded through Project's Outreach last year? (This should be the disciples recorded last year utilizing the same ministry strategy that you are now requesting that the Foursquare Foundation help "Accelerate.")</p>	<p>Pastor John recorded 532 decisions last year through 2 neighborhood outreaches. 131 of them became committed disciples.</p>	<p>131</p>
<p>Additional this year with a grant partnership: <u>Number of New Believers Who Will Enter this Project's Discipleship Plan</u> IF partnering with the Foursquare Foundation, and as a direct result of this project's outreach, approximately how many ADDITIONAL New Disciples will be recorded during the project term?</p>	<p>Pastor John plans to do 2 more neighborhood outreaches and anticipates winning an additional 532 decisions for Christ, resulting in an additional 131 disciples.</p>	<p>131</p>
<p><u>How many disciples were recorded through your project's outreach last year?</u></p>		<p>104</p>
<p><u>Total Number of New Believers Who Will Enter this Project's Discipleship Plan</u></p>	<p>A total of 4 outreaches</p>	<p>262</p>
<p><u>Number of New Disciples that will be Water Baptized</u> Of the 262 new disciples listed above, and considering ministry from last year, how many New Disciples do you anticipate will be water baptized</p>		<p>165</p>
<p><u>Number of New Disciples that will be Holy Spirit baptized</u> Of the 262 new disciples listed above, and considering ministry from last year, how many New Disciples do you anticipate will be Holy Spirit baptized</p>		<p>165</p>
<p><u>Will there be cell/ home/small groups formed?</u> Along with intentional discipleship, the Foursquare Church and Foursquare Foundation believe in the importance of connecting new believers to relationships within a local church body.</p> <p><u>If YES, how many?</u></p>		<p>YES</p> <p>10</p>
<p><u>Will there be churches planted?</u> Church planting remains a core value of the Foursquare Church and Foursquare Foundation.</p> <p><u>If YES, how many?</u></p>		<p>YES</p> <p>1</p>

SECTION 4: SUPPORT TEAM AND FINANCIAL PARTNERS

[PAGE 14, 15, & 16 OF APPLICATION]

SUPPORT AND ACCOUNTABILITY

Support and Accountability Plan of Action

The Project Leader should specifically identify a team member to provide **financial accountability**, another to provide **spiritual/personal accountability**, and a third to provide **operational accountability**. For each Accountability Team member, the Project Leader should provide:

1. A schedule of communication (e.g. daily, weekly, monthly, etc.)
2. Type of communication (e.g. phone, email, face to face)
3. Brief history of the relationship between the Project Leader and the Accountability Team member

For US Foursquare projects doing ministry within the US, it is recommended that the Accountability Team include the US Regional Supervisor, District Supervisor, Divisional Superintendent, or Senior Pastor of the Project Leader.

For US Foursquare projects doing ministry overseas, it is recommended that the Accountability Team include the Foursquare Missions International Representative, US District Supervisor, and Senior Pastor of the Project Leader.

For International Foursquare projects, it is recommended that the Accountability Team include at least one of the following: your national leader, at least one National Church Council Member, the Senior Pastor of the Project Leader (if applicable), or a the Foursquare Missions International Area Missionary that applies to your region within the FMI structure.

For Interdenominational Projects, it is recommended that the Accountability Team include equivalent representation (as written above) within the denominational affiliation of the Project Leader, such as a member of the Board of Directors, a Senior Pastor, or a similar pastoral covering.

Accountability Team Check Box

The check box on the application indicates whether or not the Accountability Team Member has agreed to the plan indicated on the application. Accountability Team Member / Project Leader agreement ensures that all necessary communication has been established **before** the application has been submitted.

PROJECT LEADER HISTORY OF RECEIVING SUPPORT AND ACCOUNTABILITY

[PAGE 17 OF APPLICATION]

The Project Leader's history in the area of receiving support and accountability provides a context for the current project's Accountability Plan. Describing the general methods used in the area of accountability demonstrates the potential for success of this project.

In the past, in what way and how often have you received accountability in each of the following areas:

1. **Financial** support and accountability
2. **Spiritual/personal** support and accountability
3. **Operational** support and accountability

PROJECT BUDGET INTRODUCTION

The Project Budget Detail section is divided into 4 categories:

1. Project General Expense Detail
2. Project Labor Expense Detail
3. Project Administrative Expense Detail
4. Project Travel Expenses Detail

Please refer to the examples listed below to consider in which category a given expense should be listed. The totals from each category will be auto-filled into the Budget Summary section of the application. Please consult www.xe.com for your currency exchange rate when converting from your local currency to \$USD dollars when presenting your budget. **Please be prepared to provide formal retail quotes for all expenses and any equipment (purchased/rented).**

PROJECT BUDGET

[PAGE 19 OF APPLICATION]

Project General Expense Detail

The itemized expenses directly related to the completion of the project's mission, not including Project Labor Costs, General Administrative Costs, or Travel Expenses. Each item line must include the funding requested of the Foursquare Foundation as well as the matching funds needed to cover the total cost of the item line. The total will auto-fill in the "Budget Summary."

FOUNDATION FUNDING			MATCHING FUNDS					TOTAL
Item	Description	Grant Funding	Ministry Funding	Form of Matching Funds	Name of source / Organization	Description of Matching Funds	Date Expected	S
Advertising	500 flyers @ \$.05 each, 200 posters @ \$2 each, 500 postcards/invitations \$0.10 each	\$272	\$272	Cash	Alpha Foursquare Church	Partnering church	ON HAND	\$544
Church Planting Leadership Training Packet (materials)	Church Planting (30 manuals @ \$3 each and 30 workbooks @ \$3 each) Discipleship Workbooks and teacher guides (500/10 @ \$4.50 each)	\$1,290	\$1,290	Cash	Sponsoring Church Organization	Offering from local church	7/11/11	\$2,580
Community giveaway	Back to school backpacks for children with notebooks, pencils (500 @ \$20 each)	\$500	\$500	Cash	North Valley District	Partnership with District	11/01/11	\$1,000
Venue Equipment Rental	Sound, lighting, multimedia rental for 2 nights	\$950	\$950	Cash	The City of Georgetown	City donation	11/01/11	\$1,900
TOTALS		\$3,012	\$3,012					\$6,024

Project Labor Expense Detail

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The itemized expenses designated for labor **directly** associated with the project. Each item line must include the funding requested of the Foursquare Foundation as well as the matching funds needed to cover the total cost of the item line. The total will auto-fill in the "Budget Summary." Remember, the Foursquare Foundation does not fund "General Staff Salaries" but *will* cover labor dedicated to the completion of the project.

FOUNDATION FUNDING			MATCHING FUNDS					TOTALS
Item	Description	Grant Funding	Ministry Funding	Form of Matching Funds	Name of source / Organization	Description of Matching Funds	Date Expected	
Admin Assistant	Responsible for reporting for 12 months (2 hrs/week)	\$500	\$500	Professional Labor	Admin assistant will donate her time	Donated professional labor	ON HAND	\$1,000
Love gift to volunteers	Event coordination and miscellaneous labor	250	250	Cash	Individual donors	Annual Banquet Fundraiser	03/01/11	\$500
TOTALS		\$750	\$750					\$1,500

Project Administrative Expense Detail

[PAGE 21 OF APPLICATION]

The itemized expenses designated for in-office, non-labor administrative costs **directly** associated with the project. Each item line must include the funding requested of the Foursquare Foundation as well as the matching funds needed to cover the total cost of the item line. The total will auto-fill in the "Budget Summary."

FOUNDATION FUNDING			MATCHING FUNDS					TOTALS
Item	Description	Grant Funding	Ministry Funding	Form of Matching Funds	Name of source / Organization	Description of Matching Funds	Date Expected	
Office Supplies	Clipboards, event name tags, pens, response cards	\$100	\$100	Cash	District Office	Allocation for evangelism from district	03/01/11	\$200
TOTALS		\$100	\$100					\$200

Project Travel Expense Detail

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The itemized expenses designated for travel specifically related to the mission/purpose of the project. Each item line must include the funding expected from the Foursquare Foundation as well as the matching funds needed to cover the total cost of the item line. Please note that Foursquare Foundation grant do not cover out of country travel expenses. The total will auto-fill in the "Budget Summary."

FOUNDATION FUNDING			MATCHING FUNDS					TOTALS
Item	Description	Grant Funding	Ministry Funding	Form of Matching Funds	Name of source / Organization	Description of Matching Funds	Date Expected	
Bus fare	Travel for emerging leaders to weekly meetings with the Project Leader (3 people for 8 months)	\$325	\$325	Cash	Local Foursquare Church	Church allocated funds for this project	01/01/11	\$650
Van rental	Transport for worship team and equipment to outreach site (1 weekend)	\$350	\$350	Goods-in-kind	TOTAL TRANSPORTATION INC.	Donated van services for crusade	7/11/11	\$700
Gas	Gas for project leaders to visit homes during follow up (weekly local trips)	\$175	\$175	Cash	Foursquare Gospel Canada	Allocation from National Church Office	ON HAND	\$350
TOTALS		\$850	\$850					\$1,700

PROJECT BUDGET SUMMARY

[PAGE 23 OF APPLICATION]

Note: Please be prepared to provide formal retail quotes for all expenses and any equipment (purchased/rented).

Matching Funds

In each budget section a table is provided to specify the Amount, Form, Name of Source, Description, and Date Expected for **Matching Funds**. While many projects will have an equal 50/50 match between Foundation funds and the project's Matching Funds, some projects' Project Costs extend beyond the Foundation matching funding limit of \$100,000 (i.e. Project Costs of greater than \$200,000). These projects will have a different balance in which the Foundation funds will provide less than 50% of the Project Cost. In this case, all other revenues beyond the 50/50 match should still be listed as Matching Funds and detailed as part of the Project Budget on the application.

Note: As of January 2010, there are new guidelines for how matching funds will be declared for a Foursquare Foundation grant project. It is our expectation that 100% of matching funds be held in cash. However in situations where this is not possible, please use the table below when planning your budget. These percentage will auto-calculate to the Budget Summary based on the amount and type (Cash, GIK, or PPL) indicated in the budget sections.

Matching Funds Guideline Percentages

Cash (USD)	At least 60% (no less than 60% of matching funds must be held in cash)
Goods-in-kind –non-monetary goods donated toward the projects outcomes that you would have to otherwise purchase. <i>For example: food, Bibles, tracts, curriculum, etc.</i>	Up to 30% (no more than 30% of matching funds are allowed as “Goods-in-kind”)
Professional Project Labor - non-monetary professional service donated toward the projects outcomes that you would have to otherwise pay cash for hire. <i>For example: a professional plumber or electrician, a professional sound technician, a professional IT (Information and Technology) expert, etc.</i>	Up to 10% (no more than 10% of matching funds are allowed as Professional Project Labor)

Total Income

This is the sum of all revenues (*this field will auto-calculate*)

Project Expenses

Expense Category	Example	Auto-calculated from:
Project Expenses	\$6,450	Project Expense Detail
Project Labor Costs	\$4,600	Project Labor Costs Detail
General Administrative	\$1,200	General Administrative Detail
Travel Expenses	\$1,000	Travel Expenses Detail
Total:	\$13,250	Sum of all four sections

Net Income

	Auto-calculated from:	
Total Revenues	Project Cost Total	\$13,250
Total Expenses	Project Expenses Total	\$13,250
Difference:		\$0

“Total Expenses” minus “Total Revenues.” This field will be auto-calculated and should equal “\$0,” indicating that the Project Expenses and the Revenues categories are equal.

PROJECT FINANCIAL SUSTAINABILITY

[PAGE 24 OF APPLICATION]

Please describe the plan to ensure the Total Project Cost will be **financially** sustained after Foundation funding has ended. This should include all methods used to support the continuation of the ministry (e.g. fundraiser events, banquets, micro businesses, donor base, corporate sponsors, speaking honorariums, etc).

For example: Pastor John's church annually designates \$15,000 for a community evangelism project, but his vision is for a project that would cost \$30,000. For this project, he requested the matching funds of \$15,000 from the Foursquare Foundation. After the Foursquare Foundation funding has ended, he plans to continue the accelerated project without the \$15,000 from the Foursquare Foundation. He plans to raise the additional \$15,000 from his donor base, speaking honorariums, and fundraiser banquets throughout the year.

PROJECT HISTORY OF FINANCIAL SUSTAINABILITY

[PAGE 25 OF APPLICATION]

The Project Leader's history of fundraising to support past ministry efforts provides a context for the current project's Financial Sustainability Plan. This should include specific fund raising methods and approximate amounts raised through those methods (e.g. fundraiser events, banquets, micro businesses, donor base, corporate sponsors, speaking honorariums, etc).

For Example: Each of the past 5 years, Pastor John has raised \$70,000 through his donor base, \$50,000 through fundraiser banquets, and \$65,000 through corporate sponsors.

DOCUMENTATION

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In the event the grant is selected for further diligence, the Foursquare Foundation requires supporting documentation. The following documents should be obtained and organized during the Grant Application cycle so that there will not be any delays in processing the grant:

Sponsoring Organization Financial Statements

Please be prepared to provide the Sponsoring Organization's 501(c)(3) (or equivalent) accurate financial information from the previous 2 years.

Endorsement Letter from a Foursquare Pastor

Please be prepared to provide an endorsement letter from an active Foursquare Pastor.

501(c)(3) Status

Please be prepared to provide the declaration letter from the IRS signifying the status of the Sponsoring Organization

Non-Governmental-Organization (NGO)

Please be prepared to provide current documentation to verify status as a registered NGO

Note: Please be prepared to provide formal retail quotes for all expenses and any equipment (purchased/rented).

APPLICATION SUBMISSION

Once you have completed all sections, you have the option to formally submit your application by clicking the "Submit" button. Only applications that have been formally submitted will be entered into the review and scoring process. Upon clicking the "Submit" button, you will receive an immediate on-screen notification stating that your application has been submitted. If you do not receive this notification, please contact the Foursquare Foundation @ (213) 989-4512.

IMPORTANT: Once submitted, you have the option to re-access your application and make changes until the deadline. Please be sure to click the "Next" button on each and every page that you are working on to ensure that the desired changes are saved. Do not simply skip to another section by using the sectional drop-down menu or web browser "Forward" or "Back" arrows. If you do not click "Next," the changes that you make will not be saved.