



## GRR Intern Grant Program



Many churches have discovered that part-time, internship programs provide an effective means for churches to enhance their existing ministries or to explore new ministries during the Summer months. Most often these Interns are college students, and can also include high school students or retirees. These internships not only expand the ministry of the church, they also provide a significant opportunity for people to explore ministry vocations and to receive meaningful coaching in ministry.

The [GRR Intern Grant Program](#) is designed to challenge GRR churches to use interns as a way to enhance existing ministries or to explore new ministries. Funding of this program is made possible by the Des Peres Legacy. This is how it works:

The church designs a ministry that would benefit from a Summer Intern. The design includes the ministry to be done, the time frame for the ministry, and a plan for ongoing training, coaching and evaluation for the benefit of the Intern. This might include a reading strategy and regular discussions with the Pastor (or another appropriate Supervisor/Coach). The church will prepare a job description for the internship, and commit funds in its regular church budget. Based on the merit of the proposal and the availability of funds, GRR will award a matching grant (up to a maximum of \$3000) to the church for the purpose of enhancing the financial support of the Intern. The Intern is a part-time (or temporary) employee of the church, and the church assumes all authority, responsibility and liability for the Intern.

*For example, the church may commit to an Intern for children's ministry in the Summer and budget \$6000 as salary for that internship. If approved by the Region, the church will receive \$3000 when they have notified the Region that the Intern has actually been hired. (If the church had budgeted \$2000, they would be eligible for \$1000; if the church had budgeted \$8000, they would still be eligible for only \$3000).*

**Who may apply for grants?** Any GRR church in good standing. "Good standing" is evidenced by a current annual report on file in the Regional office and having contributed to the financial support of the Region, either through United Mission, America for Christ, or Specifics during 2016. Preference will be given to churches that did not receive Intern Grants in 2016.

**What is the deadline?** Complete applications need to be received by **May 1, 2017**. While a church will be notified of approval as soon as possible, grant checks will not actually be sent until the Region receives notification that the person has been hired and started work, including their name and contact information.

**What are the limitations as to who may be hired as an Intern?** There are no restrictions with respect to gender, age, education, or time commitment. The Intern must not be an employee of the church.

## What do we do?

1. Prayerfully discern how an existing ministry or a new ministry possibility might be enhanced by an Intern.
2. Prepare a brief written description of the proposed ministry (including its cost) and have it approved by the church. In particular, include the funding for the Intern in the church budget.
3. Submit the **application** to GRR **May 1, 2017**. Include:
  - a. The **cover sheet** with signatures of the Pastor and Moderator.
  - b. A short (1 - 2pages) **explanation of the ministry** and the Intern's role in it.
  - c. A **job description** for the Intern that includes responsibilities, identity of supervisor/coach, time frame for the ministry, and compensation.
  - d. A **learning plan** for the Intern. This might include a directed reading plan, a training plan, or coaching plan. (Please be aware that some colleges may give a student credit for an appropriate internship experience, but it must meet the requirements established by the college.)
  - e. A copy of the **2017 church budget** as approved by the church (official record of other church action is acceptable). Please identify the budget lines associated with the internship. The salary for the Intern should be clear.
4. The Region will review the proposal and make awards on the basis of merit and the availability of funds. Notice of award will be made as soon as possible.
5. Announce your position and hire your Intern. As soon as your Intern has started work, notify the Region and a check for the full award (matching, up to \$3000) will be sent to the church.
6. When the internship is over, please send a brief evaluation of your experience, including the benefits to the church and the things you learned to the Region.

GRR Internship Grants  
ABC Great Rivers Region  
Box 13457  
Springfield IL 62791

## Application for GRR Intern Grant

The purpose of the GRR Intern Grant is to encourage churches to hire **temporary ministerial staff** for the purpose of enhancing existing ministries or exploring new ministries and to give people hands-on experience with ministry. Grants are awarded on a matching basis, up to a maximum of \$3000. In addition, the church commits to providing ongoing training and evaluation for the Intern.

Church: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Title or short description of ministry:

Anticipated starting and ending dates for the Intern: \_\_\_\_\_ to \_\_\_\_\_

*We certify that the Church has authorized this internship, as evidenced by including \$ \_\_\_\_\_ in the church budget for 2017.  
(The grant, if awarded, will be half this amount up to \$3000).*

*(Signatures):*

Pastor: \_\_\_\_\_

Church Moderator: \_\_\_\_\_

*Use this as the cover for the application. Include: (1) a short explanation of the ministry project, (2) a job description for the intern, (3) the plan for training and evaluation for the Intern, and (4) the approved 2017 church budget (please identify funding for the Intern).*