



UNITARIAN UNIVERSALIST  
ASSOCIATION OF CONGREGATIONS

CONGREGATION-CAMPUS-CONNECTION  
CAMPUS MINISTRY COORDINATOR GRANT PROGRAM  
APPLICATION INSTRUCTIONS

**Program Description**

This program was created to assist Unitarian Universalist Congregations in hiring a Campus Ministry Coordinator who would provide UU Campus Ministry to a nearby college or university. It is primarily intended for small and mid-sized Congregations that may not have the financial resources to hire a professional Campus Minister. The program would be part of the outreach mission of the Congregation.

**Campus Ministry Coordinator (CMC) Requirements**

If the coordinator is a student:

- sophomore, junior, senior or graduate student
- preference for 2 year commitment
- been involved with UUism for minimum of 3 years

If the coordinator is a lay congregant:

- member of Connecting Congregation
- preference for 2 year commitment
- been involved with UUism for minimum of 3 years

If the coordinator is a ministerial intern

- learning/service agreement with Connecting Congregation includes Campus Ministry
- internship approved by UUA Department of Ministry

**Campus Ministry Coordinator (CMC) Tasks**

- attend campus ministry training provided by district or UUA
- identify and maintain contact information for students
- maintain group listing on ConnectUU.com, the UUA campus ministry database
- establish official student organization status on campus
- meet with students weekly with minimum of worship once a month
- meet with connecting congregation minister twice a month for 30 minutes or if the CC does not have a minister, with a member of the campus ministry committee
- meet with campus ministry committee twice a semester
- establish goals regarding accountability to historically marginalized groups and anti-oppression work

## Funding

\$3,000 a year total (\$1,000 stipend per semester plus \$500 program expenses per semester) to be shared between UUA and Connecting Congregation over three-year period as follows:

Year	UUA Contribution	Connecting Congregation	Total
1	\$ 2000	\$ 1000	\$ 3000
2	\$ 1250	\$ 1750	\$ 3000
3	\$ 500	\$ 2500	\$ 3000

## Connecting Congregation Tasks

- establish a campus ministry committee
- design and implement a commissioning ceremony to recognize the coordinator during a Sunday morning worship
- provide stipend of \$1000 per semester to coordinator
- provide \$500 expenses per semester to coordinator to include UUA resource material
- congregation's minister will meet twice a month for 30 minutes with the coordinator

## Campus Ministry Committee Tasks

- attend regional or district campus ministry training conference
- identify, interview, and select a coordinator in consultation with the minister and the Office of Young Adult and Campus Ministry
- if the congregation does not have a minister, then a member of the campus ministry committee will meet with the coordinator twice a month for 30 minutes
- meet twice per semester with the coordinator
- provide "Worship Box" for coordinator which includes such items as UU Hymnal, chalice, attractive cloth etc.
- provide UUA written campus ministry resources to the coordinator
- be knowledgeable about possible district support for coordinator
- write progress report on the coordinator each semester for the congregation and the UUA
- evaluate the program at the end of each school year for the congregation and the UUA

## Grant Application Deadlines

Grant applications received by the following deadlines will be given priority. Grant applications received after the deadline will still be reviewed for the available funding. Do not allow the deadlines to stop you from applying for a project that begins soon.

For Programs Beginning	Priority Application Deadline
November 1 - February 28	August 1
March 1 - June 30	December 1
July 1 - October 31	April 1

Grants made available through the Office of Youth and Young Adult Ministries are made possible from a variety of sources including your congregation's Annual Program Fund dues.

Because of budget fluctuations from year to year, funding may or may not be available for this program at all times. Grants approved when funding is temporarily unavailable will be given highest priority for funding when it becomes available.

# Congregation-Campus-Connection Grant Application

## Instructions

1. Please print or type the application.
2. Answer all questions completely.
3. Include relevant supporting documentation for your project, such as photographs, historical information, organizational mission statements, data, or financial information.
4. If you have any questions, please contact the Youth and Young Adult Ministries Director: Erik B. Kesting, [ekesting@uua.org](mailto:ekesting@uua.org) or (617) 948-4359.
5. Mail completed, signed application to:

Office of Youth and Young Adult Ministries - Youth Grants  
Unitarian Universalist Association  
25 Beacon Street  
Boston, MA 02108

Name of congregation applying \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Contact person \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

Name of college or university involved \_\_\_\_\_

Date of application \_\_\_\_\_ For period beginning \_\_\_\_\_

Board of Trustees affirmed intent to apply on (date) \_\_\_\_\_

Name of the president of the congregation \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

***Please submit a copy of the congregation's budget, both income and expenses, which reflects the year in which the program will begin. Also enclose a projected budget for the next two years that shows the congregation's continued commitment to the Program.***

We have created a campus ministry committee Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, name of the chair of the CM committee \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

If no, when do you expect to create a CM committee? \_\_\_\_\_

We have identified a campus ministry coordinator Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, name of the CM coordinator \_\_\_\_\_

Please attach a brief (1-2 page) narrative outlining the congregation's history with campus ministry and the vision you have for campus ministry involvement.

Please attach one or more letters of support from the following list:

- the minister or ministers of the congregation (if applicable)
- the district executive
- the board chairperson
- campus personnel who are involved

### Signatures

Congregation Minister or President: \_\_\_\_\_ Date: \_\_\_\_\_

Treasurer: \_\_\_\_\_ Date: \_\_\_\_\_

*If campus ministry committee has been created:*

Committee Chair \_\_\_\_\_ Date: \_\_\_\_\_

#### OFFICE USE ONLY:

Date Received:	_____	APF Fair Share?:	_____
Date Approved:	_____	Date Declined:	_____
Date Letter Sent:	_____	Date Check Sent:	_____