

To: All Professional Church Leaders in ABC/IN-KY and ABC/GI

From: Marc L. Kirchoff, Minister of Grants and Fundraising

Date: May 2009

Re: Ministerial Excellence Fund Grant Guidelines and Application

The early months of our Ministerial Excellence Fund (MEF) ministry have been both challenging and informative. Our MEF Team has completed the first round of grants and is preparing to review the second round of applications later this month.

The process to date has, as anticipated, required that we make some revisions to our Application Form and Guidelines. These changes are needed to become more effective and efficient in our grant-making process. I am enclosing the revised documents with this memo.

The application process remains the same. Grant applications will be accepted on a quarterly basis, beginning on March 31. Additional deadlines for application will be June 30, September 30 and December 31 each year through 2012.

If emergency needs arise, the MEF Team can meet in the interim to consider exceptional requests. If such needs arise, please contact me directly to expedite the application process.

Please feel free to share these documents with anyone whom you believe might have interest in and/or benefit from making application. The Guidelines, Application Form and Tax Notice are also posted on both the ABC/IN-KY and ABC/GI websites. Applications can be downloaded online, then emailed to me, or sent hard-copy to:

Marc L. Kirchoff  
239 South 24<sup>th</sup> Street  
Terre Haute, IN 47803  
[marckirchoff@abc-indiana.org](mailto:marckirchoff@abc-indiana.org)

All applications will be reviewed by the MEF Team. Information will be kept confidential and shared only as permission is granted by applicants.

Please note that we continue to evaluate the MEF ministry. The Lilly Endowment has asked us to evaluate the impact the ministry is having on our Professional Church Leaders (PCLs) and churches on an ongoing basis. Therefore, in an effort to improve, enhance and extend the ministry, we anticipate that we will need to revise these guidelines from time-to-time over the next four years.

Also, please watch for announcements regarding educational opportunities provided through the MEF. Please feel free to communicate with me regarding any additional educational topics you believe would be helpful for you and/or your congregation.

We want to hear from anyone who has interest in the Ministerial Excellence Fund ministry. We also know that some in need may be reluctant to ask for assistance. Please feel free to encourage and refer pastors to us as we seek to be the best stewards possible of God's providence.

We are always open to hearing from PCLs who have an interest in this new MEF ministry. Please feel free to contact me or to refer others to me at: 812-235-9303 or [marckirchoff@abc-indiana.org](mailto:marckirchoff@abc-indiana.org).