

TO: Campus Pastors, Small Ministries

FROM: WELS Campus Ministry Committee

If you would like to request **funding for the coming school year** from the WELS Campus Ministry Committee (CMC), please submit the requested information by **May 1st**. No further action is necessary if you are not requesting CMC funding for your campus ministry.

The CMC is a volunteer committee comprised of pastors and laymen that support the work of campus ministry throughout the synod. The CMC provides mentoring, ministry development, and student training materials/programs. The CMC also receives a budget from the Board for Home Missions (BHM) to assist campus ministries.

Please submit the following information:

- 1. Ministry Plan** – A summary of where you currently are at, as well as future plans for your ministry:
 - A review of your ministry plan for the current school year, what was accomplished, what was not, etc...
 - An outline/description of your ministry plan for the coming school year.
 - What are the strengths/opportunities for your ministry? How do you plan to build on these?
 - What are the challenges/limitations for your ministry? How do you plan to address these?
 - Any additional information about your ministry plan that you would like to share.

- 2. Activities Summary** – A summary of the activities during the current school year and planned activities for the coming school year:
 - What activities are working well and will be continued?
 - What activities may require renewed effort, or will be discontinued?
 - Attendance statistics are appreciated but not required and will not be used to determine ministry funding.

- 3. Budget Summary** – A summary of your finances used specifically for campus ministry during the current school year:
 - All funds received in the current school year for Campus Ministry. This includes CMC funding, plate offerings, donations, gifts, grants, etc... (i.e. everything you took in for the year)
 - All expenditures in the current school year for Campus Ministry. We would like to know what it has taken to run your ministry (i.e. what you spent this year).

- 4. CMC Funding Request** – A summary (budget) for the coming school year showing how your requested CMC funding will be used to support your ministry. Please go to the [Annual](#)

[Budget form](https://gf.wels.net/campus-ministry-annual-budget/) (https://gf.wels.net/campus-ministry-annual-budget/) to submit your funding request online.

If your campus ministry is new or in the initial stages of development, we understand that not all the requested information is readily available. In that case, please provide as much information as possible about your campus ministry.

All funding requests will be considered by the CMC at its May meeting and funds will be allocated (as available) from the CMC budget. The CMC will communicate the status of your request by June 1st. Brief monthly reports will also be requested so that the CMC can be a faithful steward of the funds for which it is responsible. It is important to note that continued campus ministry funding is related to program activity, not statistics.

Please submit your funding request and supporting information to the CMC by **May 1st**. If you have any questions, need help preparing your ministry plan or funding request, or are unable to submit a complete request by May 1st, please contact the CMC prior to the May 1st deadline.

Blessings,

WELS Campus Ministry Committee
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