



**North Carolina Synod**  
**Evangelical Lutheran Church in America**  
God's work. Our hands.

Office of the Bishop  
synod@nclutheran.org

April 9, 2020

Dear Partner in Ministry,

Thank you for service to the gospel and continuing to serve your community during these challenging times. The NC Synod Office has a vision of vital congregations, whole and healthy leaders, collaboration, and prophetic voice. These 4 pillars are the lifeblood of what we do and how we are church together. Synod literally means walking together, and we want to walk with you all as we work through this challenging time.

With that in mind, the NC Synod Council has allocated a pot of money made up of monies that were redesignated for the purpose of sharing with our congregations, rostered ministers, and agencies and institutions during this time, with priority given to keeping the rostered minister employed at the congregation at their full salary and benefits. The goal of these funds is to help congregations from a cash flow standpoint. We understand that this pot will not solve every issue in every congregation, but we would like to be part of a solution to help keep congregation staffs in place and pay necessary bills during this time. This will be done through a grant application process. This grant can be filled out online at [www.nclutheran.org/covid19](http://www.nclutheran.org/covid19), and there are other resources there that will help during this time.

There are a few things that we ask you do prior to applying for assistance:

1. Reach out to any lender and see what programs and options you might have.
2. Reach out to all utility providers and see if they are willing to work with you.
3. Do an audit of your designated funds and determine any funds that might be able to be reallocated during this time. Typically, any funds set up by your congregation council or congregation may be reallocated if need be, but bequests cannot.
4. Apply for an SBA Loan. These loans are actually grants, if you follow all the guidelines and there are a few different options. One is the PPP loan which is for payroll and runs through FDIC insured banks, another is EIDL (<https://covid19relief.sba.gov/#/>), and the other is a tax credit which can be mailed to an organization.
5. If you have monies with the ELCA Mission Investment Fund, please reach out to them and see if they will waive any fees for early withdrawal.
6. Engage is a stewardship effort. This effort could be highlighting your ability to give online and the ability for the church to still receive checks during this time or mailing a letter requesting people continue to give. If you do not have online giving already

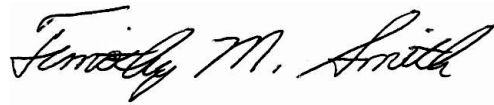
set up, you may be give at <https://secure.accessacs.com/access/oglogin.aspx?sn=96379> and select where needed most and then put your congregation into the comment field and a check will be mailed weekly.

Once you do these things, please fill out the grant application and return to Michael DeNise via mail, email ([mdenise@nclutheran.org](mailto:mdenise@nclutheran.org)) or by filling out the online version. Each week the NC Synod staff will process requests and send checks directly to the organization or rostered minister in need. Please keep in mind that funds are limited and there are almost 200 congregations in the NC Synod, not to mention our rostered ministers and agencies and institutions.

Grace and Peace to you,



Diana G. Haywood  
Vice President of the NC Synod



The Rev. Dr. Timothy M. Smith  
Bishop of the NC Synod of the Evangelical Lutheran Church in America

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