



## Mustard Seed Grant Program (MSGP)

### FREQUENTLY ASKED QUESTIONS (FAQs)

#### APPLICATION

*May I submit more than one application at a time?*

No. Only one application per person or group is permitted per round.

*How many rounds of funding will this program offer each year?*

As funds permit, Urantia Foundation will accept applications for grant awards in two rounds annually.

*May I submit a grant for a subsequent round if my application is not funded in Round 1?*

Yes. Applicants who meet the priority deadline for Round 1 but are not funded may be considered for Round 2, provided there is evidence the project has been strengthened. Applicants who submit a Round 1 proposal after the submission deadline will automatically be considered for the subsequent round.

*May I submit a grant application with another person or a group of persons?*

Yes, provided that only one person is considered the lead applicant and will be accountable for meeting the terms of the Letter of Agreement (LOA).

*Can the matching fund requirement of at least 25% be equipment or other material, or must it be cash?*

All projects must indicate that at least 25% of the total project costs can be met in cash by the applicant and must be indicated in the submitted project budget accordingly. No other form of match is permitted. [See an example [Budget Form](#) for more information.]

*Can the 25% match requirement come from another external funding source?*

Yes. The 25% match minimum may come from another external funding source and must be indicated on the Budget Form. The funding source must be current and not pledged.

#### GRANTS

*How many grants will be funded each year or per round?*

Urantia Foundation will support as many qualified and high-scoring applications per round as funds permit.

*If I am a current or former grantee, am I precluded from applying for additional funding for the same project or for a new project?*

No, current or former grantees may submit one application for funds per round per year, whether to scale-up a project or a request a grant for a new project.

## **USE OF FUNDS**

*Are there limits to how much funding I may request?*

There are no limits to how much funding may be requested, but the number of grants awarded will depend upon funds available. We encourage applicants to request reasonable and well-justified funding that aligns with the scope of the project.

*Are indirect costs allowed, or are direct costs only permitted?*

Indirect costs, such as personnel and administrative overhead costs, may be permitted if they are reasonable and well-justified.

*May I use funds received through MSGP to subgrant to another organization or person?*

No. Funds will be disbursed only to the grantee, according to the terms of the LOA. Funds may not be subgranted to a third party. However, funds may be expended to fulfill the requirements of the project (e.g, hiring a videographer or editor), according to the approved application and budget.

Furthermore, grant funds cannot be used to offset other financial obligations nor to meet cash flow or general operating expenses unrelated to the purpose of the grant proposal as defined in the LOA.

*May I request additional funds if needed during project implementation?*

During project implementation, adverse events and other factors may negatively impact progress or successful completion of projects. In this case, requests for additional funds may be permitted, provided the awardee amply justifies and documents the need for additional funds and submits a revised budget. If the request is approved, the awardee must agree to amend the LOA accordingly.

*Must I return any unused funds when my project is completed?*

Yes. Unused funds, as may be indicated in the final project report and final budget, must be returned to Urantia Foundation according to the terms delineated in the LOA.

*Are there projects that will not be considered for award?*

Yes. The following projects will not be supported:

- **Translations of *The Urantia Book***
- **Projects addressing non-revelation-related matters**
- **Political campaigns and legislative lobbying efforts**

- **Projects that are already covered by the Foundation's annual budget**
- **Awards to individuals with no eligible projects aligned with the request**

#### **GRANT PERIOD**

*Must my project be completed according to a specific timeline?*

Applicants are required to indicate start and end date for all proposed projects. Awarded projects may begin projects upon a fully executed LOA. Projects will end when its objectives are met and Urantia Foundation has received and approved a final project report and budget according to terms defined in the LOA.

#### **REPORTING**

*Are there reporting requirements for grantees?*

Two reports are required for successful awardees. An Interim and Final Report and Budget. Interim reports are due according to terms defined in the LOA. A Final Project Report (with a Final Budget) will be due for projects upon project completion. Reporting templates will be provided to awardees upon a fully executed LOA.