

The Commission on Archives and History of the Indiana Conference of the United Methodist Church has established the Heritage Church Award and recognition as the highest award a United Methodist church can earn regarding its historical work. Churches that receive the Heritage Church Award will be premier examples of churches which are using their history to inform and inspire their present ministries. To be considered, a church must meet certain requirements (see below). **Save form first before filling in blanks.**

Date \_\_\_\_\_ District \_\_\_\_\_ ([click to see District Map](#))

**CHURCH** \_\_\_\_\_ City \_\_\_\_\_

Mailing address: \_\_\_\_\_ Zip \_\_\_\_\_

Phone (\_\_\_\_\_) \_\_\_\_\_ Website, if any \_\_\_\_\_

**Name of person completing this form** \_\_\_\_\_

Phone (\_\_\_\_\_) \_\_\_\_\_ email \_\_\_\_\_

### STANDARDS AND PREREQUISITES

- 1) The local church must have a listed Church Historian on their Charge Conference report. Please provide name of your Church Historian listed on your Charge Conference report.

Name \_\_\_\_\_ email address \_\_\_\_\_

- 2) The local church must have an active History Committee in place with the membership listed with the Conference Commission on Archives and History. Please provide names of your active History Committee as listed:

- 3) The Church Historian must be a trained historian either through the Indiana Local Church Historian's School, a Commission workshop, a program of mentoring by a local church with an active archives and history program, or be trained by the Archivist or staff from the DePauw University Archives or an acceptable equivalent. Please check which training was received by your Church Historian:

Indiana Local Church Historian's School

Commission workshop

Mentor Program by a local church with an active archives and history program

Trained by the Archivist or staff from the DePauw University Archives or equivalent

- 4) The church must show they have consulted with the Indiana Methodist Archives and its Archivist or staff to learn about their local church's heritage and for the preservation of local church artifacts. List date consultation was conducted: \_\_\_\_\_
- 5) The church must have the church historical information, records and documents (such as meeting minutes or information about special events) filed in an organized manner and available for viewing and research. Does your church have this in place? \_\_\_ Yes \_\_\_ No  
Please describe:
- 6) The church must have a permanent area within the building for presentation and display of pictures and photos, of artifacts and other meaningful objects that are special and unique to that church. Does your church have this? \_\_\_ Yes \_\_\_ No  
Please describe:
- 7) The church shall have demonstrated a regular track record of learning from and celebrating their history, heritage and legacy. Please check all that apply and attach documentation describing your activities:
- Historical articles included in newsletters, emails, and bulletin boards which bring the history of the local church into connection with current ministries of the church today.
  - Events or opportunities to present information by the Historian (and/or the church History Committee) bringing local church history to the attention of the entire congregation.
  - Participation in Heritage Sunday during Sunday worship when a presentation could be made by the Historian or committee recognizing our great U.M heritage.
  - Holding an Anniversary Sunday recognizing the date of the local church's founding (or other such special days in the history of the local church).
  - The church historian has consulted with the pastor and church council leaders to gather historical information which can help current leaders understand their past and make decisions about present & future ministries.
  - Other; please describe:

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### **PROCESS OF APPLICATION:**

1. Any church may apply for the Heritage Church Award by completing this application form.
2. Mail completed application form along with all relevant information/documentation to:  
*The Commission on Archives and History, c/o Assistant to the Director of Connectional Ministries, 301 Pennsylvania Parkway, Suite 300, Indianapolis, IN 46280*
3. Upon receiving application, the Indiana UMC Commission on Archives and History will evaluate the application and determine if a church has adequately met the requirements to be recognized as a Heritage Church. This evaluation will include a visit by a representative of the *The Commission on Archives and History* to learn about your historical work.
4. The award will consist of an engraved plaque or a framed citation of merit from the Indiana Conference Commission on Archives and History.