



EPISCOPAL DIOCESE OF CENTRAL PENNSYLVANIA

PARISH OPERATING GRANT APPLICATION

PLEASE REFER TO GRANT DIRECTORY LOCATED ON DIOCESE WEBSITE FOR ADDITIONAL INFORMATION.

One application may be used for multiple grant requests. Preferable method of submission is via email to clinder@diocesecpa.org. You may also submit application by mail to: The Episcopal Diocese of Central Pennsylvania, Attn: Chad Linder, Canon for Finance and Operations, 101 Pine Street, Harrisburg, PA 17101. If you have any questions, please feel free to email or call Canon Linder at (717) 236-5959 (ext. 1107) or (717) 968-5550.

The Diocese of Central Pennsylvania Operating Grants are to provide parishes with the financial resources to help cover part or all of a current operating deficit on a short-term basis (typically 3 years or less). The goal is to allow parishes time to implement a plan to bring the parish to, at a minimum, a balanced budget.

Grant applications will be accepted starting October 15 for the following year. The Diocese's goal is to announce awards starting November 1. Awards are typically paid in monthly installments.

SECTION I : GENERAL INFORMATION (Required of all applicants)

PARISH: _____ APPLICATION DATE: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

CONVOCATION: _____

Primary Contact for Grant: _____ Title: _____

Primary Contact Phone: _____ Email: _____

Vestry Approval: YES _____ NO _____ DATE: _____

Project Name (If Applicable): _____

Parish Priest: _____ Email: _____

Senior Warden: _____ Email: _____

Junior Warden: _____ Email: _____

Treasurer: _____ Email: _____

Previous Yr. Fair Share Assessment: _____ Current Yr. Fair Share Assessment: _____

Previous Yr. Fair Share Pledge: _____ Current Yr. Fair Share Pledge: _____

Did Parish Fulfill Pledge: Yes ___ No ___ Is Parish Current on Pledge: Yes ___ No ___

Is your parish participating in Shaped By Faith? Yes ___ No ___

SECTION II: REQUEST

GRANT AMOUNT REQUESTED: \$ _____

Reason for Need: Cover Operating Shortfall: ___ Emergency or Unexpected Expense: ___

SECTION III: PLEASE LIST ANY FUNDING YOUR PARISH HAS RECEIVED FROM THE DIOCESE IN THE PREVIOUS THREE YEARS.

Source: _____ Amount: _____ Date: _____

Project/Ministry Name: _____

Source: _____ Amount: _____ Date: _____

Project/Ministry Name: _____

Source: _____ Amount: _____ Date: _____

Project/Ministry Name: _____

Source: _____ Amount: _____ Date: _____

Project/Ministry Name: _____

Source: _____ Amount: _____ Date: _____

Project/Ministry Name: _____

SECTION IV: NARRATIVE & GRANT SPECIFIC DETAILS

Please include the following with your application:

1. Briefly tell us about your congregation and community.
2. Provide details behind the reason a parish operating grant is necessary.
3. If you have received previous Operational Grants, what circumstances have changed since the last award? How were the funds utilized? What impact did these funds have on your parish, mission and ministry?
4. What short- and long-term plans do you have to manage the current operating deficit? Please provide a basic financial forecast based on your plans for the next three years. This would include plans for reducing costs and/or increasing income. Please provide as much detail as possible.
5. Are you seeking funding from other sources? If so, how much and from whom?

Notes / Comments: _____

