

**MISSION PRESBYTERY**  
**Mission, Outreach and Justice Committee**  
**2018 Ministry Funding Grant Request Form**

*Funding priority will be given to those ministries that are established partners of Mission Presbytery, Synod of the Sun and/or the Presbyterian Church (U.S.A.) or that have an active affiliation with one or more churches of Mission Presbytery.*

Please read the document MOJC 2018 Ministry Grants Funding Guidelines before completing your application. **Complete this form and submit it by email with the supporting documents by January 17, 2018 to (missionpby@missionpby.org) or by mail to Mission Presbytery, 7201 Broadway St., Suite 303, San Antonio, TX 78209, Attn: Mission Outreach and Justice Committee.** Copies of all 2018 ministry funding grant materials are available on the **Mission, Outreach and Justice Committee Page of the Mission Presbytery Website.**

Ministry/Agency Name \_\_\_\_\_

Mailing  
Address \_\_\_\_\_

Physical Address (if different) \_\_\_\_\_

Phone \_\_\_\_\_ Website (if available) \_\_\_\_\_

Individual who heads the  
ministry \_\_\_\_\_

Contact  
Person/Title \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

1. State the mission and history of your ministry:

2. Describe the purpose of the project/program for which you are requesting funds:

3. List the needs and opportunities addressed by this project/program:

4. How to you assess the impact of this project/program?

- a. How many persons have benefitted from this program during the past 3 years?
- b. \_\_\_\_\_
- c. How many do you estimate will benefit during the next 3 years? \_\_\_\_\_
- c. Describe the impact of this project/program during the past 2 – 5 years:

5. Does your organization have a strategic plan ? If so, how often is it reviewed and updated ?

6. Explain the supervision and accountability for this financial support:

7. Other sources of funding for this project/program:

8. Total budget for the current year: \_\_\_\_\_

a. Estimated total cost of this project/program: \_\_\_\_\_

b. Amount sought from Mission Presbytery: \_\_\_\_\_

c. Date when funds are needed: \_\_\_\_\_

9. Previous funding from Mission Presbytery \_\_\_\_\_ Yes \_\_\_\_\_ No.

a. If yes, when and for what purpose: \_\_\_\_\_

b. Will this project grow to self-sufficiency, or will you be returning for additional support

c. To what other organizations have you applied for support ?

10. Do you use volunteers in your ministry? \_\_\_\_\_ Yes \_\_\_\_\_ No.

a. If yes, in what capacity?

b. How many volunteer hours were donated to your ministry in 2017? \_\_\_\_\_

**Please submit a cover letter with a statement of how your organization is making a Christian witness in your work and how the project/program for which you are seeking support fulfills the mission of Mission Presbytery.**

Also, please include (as applicable) copies of the following documents:

1. Copy of your IRS nonprofit tax exemption letter
2. The latest IRS Form 990 including Schedule A filed with the IRS
3. The most recent independent audited/reviewed financial statement
4. Current Operating budget with year to date income and expenses
5. List of Board of Directors/Trustees with mailing address, phone number, email address and church membership.

**Note that applicants who fail to submit the documentation listed above may be disqualified.**