



THE EPISCOPAL CHURCH IN VERMONT
Together in Christ...growing locally, serving globally

**PARISH BRIDGE LOAN PROGRAM
APPLICATION**

Church Name: _____

Address: _____

Contact Person: _____ (title) _____

Contact Telephone: _____

Contact E-mail: _____

Purpose for the loan: _____

Operating budget amount for 2020 approved by Vestry: \$ _____

(Equivalent to Parochial Report Line A)

Amount of Loan Requested: \$ _____

Funds Transfer Preference: _____
(Check by mail) _____ (Bank account electronic deposit – attach information) _____

Vote by Vestry Approving the Loan: _____ / _____ / _____
(Confirmed) _____ (Date) _____

Status of Parochial Report for FY2019: _____
(Completed) _____ (In Progress) _____ (Unfiled) _____

Senior Warden or Treasurer: _____
(Full Name) _____ (Date) _____

(Signature)

Clergy: _____
(Full Name) _____ (Date) _____

(Signature)

Action by Grants & Loan Committee: _____

**PARISH BRIDGE LOAN PROGRAM APPLICATION
INSTRUCTIONS**

1. Church name and address:

Please list the mailing address and town

2. Contact person:

Please list the individual who will receive information and inquiries about this loan. It might be the Senior Warden, Treasurer, or parish administrator.

3. Purpose for the loan:

Please list briefly the operating expenses the loan will help support.

4. Vestry-approved operating budget for FY2020:

The operating budget amount includes the same expenses as those that will end up on the FY2020 Parochial Report Line A. Capital expenses or improvements, gifts to charity, and other non-operating expenses should not be included. Please consult the Parochial Report instructions for more information.

5. Funds transfer:

Please indicate if you prefer a check by mail or a direct deposit to your bank account. If the latter, please provide the information needed to complete the transfer (bank, account name, account number).

6. Vote by the Vestry:

The loan and amount must be reviewed and ratified by the church Vestry. Please confirm this has taken place and the date of the vote.

7. Parochial Report 2019:

The parish must be current with their Parochial Report before the funds are dispersed. Please indicate whether the 2019 Parochial Report has been completed (posted on the website or mailed to the Diocese), is in progress with portions posted to the website, or unfiled.

8. Signature:

The application should be signed and dated by the Senior Warden or the Treasurer and by a member of the church clergy.

9. Submission of the application:

The completed application should be submitted as an e-mail attachment to Canon Lynn Bates [lbates@diovermont.org], or if e-mail is not possible then sent by U.S. Postal Service mail to her at the Diocesan Offices, 5 Rock Point Road, Burlington, VT 05408.

Additional information is available on the website of the Diocese of Vermont or by e-mail from Canon Bates.