

## **Episcopal Community Services of Northern California (ECS)**

### **ANNUAL 2020-2021 GRANT CYCLE BEGINS**

**Applicants should read the following before making an application for a grant.**

**THE MINISTRY DEVELOPMENT FUND (1 year)**

**THE WARREN DUNNING MEMORIAL SOCIAL JUSTICE GRANT (3 years)**

**THE BARRY L. BEISNER MULTI-YEAR GRANT ( up to 5 years)**

The guidelines are purposely short to encourage creativity and innovation for outreach ministries, such as health and social justice. Responses should be clear and complete and include concrete data to demonstrate the need and achievability of the proposed ministry. The ECS Board of Directors intends these grants to reflect:

- ministry programs among poor and oppressed people wherever they are located.
- social justice ministry in the best tradition of the church. The target population should be individuals and communities not ordinarily included in the congregation.
- specify if the ministry is intended to continue after the Ministry Development Fund Grant has expired. The congregation must address how the ministry will be sustained, including a reasonable plan for on-going funding. Include details of in-kind, volunteer involvement, partnerships, matching funds and other fund requests you have submitted.

**THE MINISTRY DEVELOPMENT GRANT FUND (1 year)**

The ministry must focus on one or more of the following:

- A) human rights advocacy
- B) human service or health programs
- C) lay leadership/empowerment program

**THE WARREN DUNNING MEMORIAL SOCIAL JUSTICE GRANT (3 years)**

Warren Dunning worked tirelessly over the years for ECS, for Jubilee Ministries, and in several other capacities. Up to \$5,000 will be granted the first year, with a reduction of \$1,000 in each of the subsequent years. This multi-year grant was established in order that a congregation would have the time to develop a plan to sustain the grant's activity, with their own funding sources, beyond the life of the grant.

The ministry must focus on one or more of the avenues of service that were special to Warren, serving the least, the last and/or the lonely.

**THE BARRY L. BEISNER MULTI-YEAR GRANT (up to 5 years)**

The ministry must focus on one or more of the following:

- A) human rights advocacy
- B) human service or health programs
- C) lay leadership/empowerment program

Up to \$2,000 will be granted the first year, with a \$1,000 grant in each of the subsequent years.

**For all successful grant applicants,** the recipient congregation must agree to provide operational, experiential and resource information to other congregations in the Episcopal Diocese of Northern California, the Episcopal Church, or associated agencies.

**Recipients agree to comply with the end-of-year reporting requirements, and acknowledge that failure to report will result in loss of eligibility to apply for another grant the following year.**

**Successful applicants for multiple-year funding** will also be required to provide a plan of activities and expenditures, at the end of each year, for the next year of funding.

Your Application must have the endorsement of your clergy in charge AND your Senior Warden.

Information will be included in future e-news and Auroras, which will include application forms.

## APPLICATION

**Please indicate which grant(s) your congregation is applying to receive:**

2020-2021 Ministry Development Fund Grant (1 year)  
 The Warren Dunning Memorial Social Justice Grant (3 years)  
 The Barry L. Beisner Multi-year Grant (5 years)

Name of your grant project: \_\_\_\_\_

Parish/Mission: \_\_\_\_\_

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

Phone: \_\_\_\_\_ FAX: \_\_\_\_\_

E-mail: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Title: \_\_\_\_\_

Phone and E-mail (if different from above): \_\_\_\_\_

Federal Identification Number (SSN if individual): \_\_\_\_\_

Grant amount requested: \_\_\_\_\_

Date funds are required: \_\_\_\_\_

**Complete each of the following items:**

1. **Congregation Mission Statement, Goals and Objectives:** Forward a copy of your congregation's **Annual Report** to Betty Harrison-Smith, P. O. Box 367, Shasta, CA 96087 or E-mail [bettymharrisonsmith@gmail.com](mailto:bettymharrisonsmith@gmail.com).
2. **Project Summary Statement:** Describe the people to be served, who will provide these services, identify the person in charge (project leader).
3. **Description of Need:** What is the issue you plan to address? What is your approach? How will the service(s) planned address a specific problem? Have you identified other

programs in your congregation or within the Diocese of Northern California which are similar or complementary to yours? If so, what did you learn from them?

4. **Specific Activities:** Include information about service activities and timeline(s) for implementation.
5. If you are applying for a **multi-year grant**, please discuss your concepts of the specific activities to occur in each year. What are your goals for each year? Include information about services to be provided and timeline(s) or implementation.
6. **Goals and Objectives for this Request:** Identify a minimum of three goals and describe objectives for each goal. (for example, the goal is to develop a program to feed the homeless within your parish boundaries; the objective is to provide 25 meals twice per week)
7. **Evaluation:** How will you evaluate your project? Please be specific. Include anticipated volunteer hours and in-kind contributions.
8. **Budget Information:** Provide a detailed ministry budget, both income and expenses. Plan to track this data throughout the year, comparing budgeted amounts with actual, so the information will be readily available for interim and final reporting. See attached example.
9. **Other support:** Describe in-kind support, volunteer involvement, partnerships that have been/will be developed, any matching funds, and any other fund requests you have requested.
10. **Longevity:** Specify if/how the ministry is to continue, after the grant has expired. If it is to continue, how will it be funded?

Applicant acknowledges that submission of this document does not guarantee funding, nor that funding will be allocated at the level requested. ECS reserves the right to fund any or none of the applications submitted in response to this Request for Proposals. Final contract provisions will take precedence over the information provided in the proposal.

The undersigned hereby affirms that the statements contained in the application package are true and complete, to the applicant's knowledge. The undersigned has authority to validate this request.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Type/print name and title: \_\_\_\_\_

**Deadline for Grant Proposal Requests is May 1, 2020.**

**E-mail to:** [bettyharrisonsmith@gmail.com](mailto:bettyharrisonsmith@gmail.com) **or mail to** Betty Harrison-Smith, P. O. Box 367, Shasta, California, 96087. (Note, please send all proposals directly to Betty, not to any other ECS contacts.)

**For questions,** contact assigned ECS Board mentor.

**EXAMPLE  
Project Budget**

Congregation: All Saints' Sacramento

Project name: Community Garden Grant Project

ITEM	PROJECTED COST	ACTUAL COST	END-OF-YEAR TOTAL*
Garden dirt	\$1460.00		
Wood for raised beds	\$ 795.00		
Fencing for perimeter	\$1600.00		
Garden shed for tools	\$ 450.00		
Drip line	donated		
Weed prevention fabric	donated		
Seeds	to be provided by gardeners		
Water set-up	already in place		
<b>TOTAL:</b>	<b>\$4305.00</b>		

\*Include unanticipated events/expenses