



Province VI Grant Application

The Province VI Council continually accepts grant applications for projects or scholarships that support God's people in mission throughout Province VI. We are guided by our vow in the Baptismal Service, "Will you who witness these vows do all in your power to support these persons in their life in Christ?" and by our mandate in the *Constitution and Canons of The Episcopal Church* – I.9.2 "The primary purposes of the Provinces are to facilitate interdiocesan collaboration to achieve Diocesan and Episcopal Church goals, and to enable more effective communications and regional advocacy of significant programmatic efforts."

Each triennium the Provincial Council determines its focus for mission for the next three years. Grant requests that support the mission focus will be given preference.

Grants will be awarded to persons within Province VI who are directing collaborative efforts that involve multiple dioceses and/or multiple congregations.

Proposals will be evaluated based on:

- clarity of mission
- comprehensiveness of plan
- stewardship of resources
- development of sustainable networks for future collaboration
- likelihood of success
- support for the work of the wider Episcopal Church

Currently, there are two categories of grants available.

Project/program – this could include seed money to start a new project across several dioceses, building a network around a particular topic/issue, providing a training program that benefits more than one diocese, a workshop sponsored by several dioceses or a program available to multiple congregations across the province.

Scholarship – typically offered to an individual who will participate in a wider church event, an individual who will strengthen skills in certain areas to be of service to dioceses. This could include attending trainings/workshops or expenses for serving as a delegate to a wider church gathering such as General Convention when such expenses are not reimbursed by the sponsoring diocese.

Grant money will be sent to the grantee's designee. A project evaluation and final report including detailed accounting of funds spent, is expected upon the project's completion.

Grants are limited to \$2500 for a one-year period. The grant request may be resubmitted for an additional year for a total of 2 years.

Note: Province VI gladly accepts donations to its mission/scholarship fund.

Grant Process

Grant Cycle

Proposals will be accepted twice a year in February and August. Grants will be awarded in March and September until funds for the grant cycle are exhausted. It is expected that most projects/programs will occur within a year, though multi-year efforts will be accepted. The grant could be renewed or extended into another year, for a total of two years per award. Proposals should identify whether they can be completed within the year or if they will extend into an additional year.

Application

The application should include a project/program/scholarship description, identification of project leaders and their experience and skills for completing the project/program, a detailed budget that includes any other funding sources, a timeline for implementing the project/program, names and contact information for the applicant(s), the bishop of the applicant's diocese and two letters of recommendation attesting to the need for the project (see below). The application packet must be submitted as an e-mail attachment to Ellen Bruckner, Province VI Coordinator, ebruckner7@gmail.com by February and August. Diocesan bishops affected by potential grantees will be notified of the application and if/when an award has been made.

References

The application must include the name and contact information of at least two people within the province who can attest to the need for the project/program and serve as recommenders.

Review

The Province VI Council will review grant proposals at their next regularly scheduled monthly meeting on the third Tuesday of each month. Applicants will be notified of the grant's status during the month following the application review.

Disbursement

Proposals need to identify how grant award funds are to be dispersed (to whom the check should be addressed). An accounting of funds spent, with receipts for all expenditures and a project/program evaluation report must be submitted upon project/program completion.

Contact the Provincial Coordinator with any questions about this application.
Ellen Bruckner ebruckner7@gmail.com

Application

Please submit completed application via email to Ellen Bruckner, ebruckner7@gmail.com

Application Date: _____

Project Director(s) / Scholarship Recipient(s) Contact Information:

Name _____ Diocese _____
Email Address _____ Telephone Number _____

Name _____ Diocese _____
Email Address _____ Telephone Number _____

Nature of Grant Request

____ Project
____ Scholarship

Amount of request: _____

Proposed Project/Program/Scholarship

Please provide the following information in whatever format best suits the request. Written responses to each question below may be up to one half a page.

Brief description of the project/program or scholarship.

Motivation or rationale for this project/program?

What anticipated outcomes and significant benefits are expected from this project/program?

Outline a basic timeline for this project/program.

What criteria will be used to assess the outcome(s)? (e.g., how will you know what the project has accomplished?)

What steps have been taken to create collaborative networks for this project/program?

What, if any follow-up actions will the project implement to foster continuation of the project goals?

How will the results of your project be communicated to the related constituencies?

References

Include the name(s) and contact information for the bishop(s) of the applicant's diocese.

Bishop _____ Diocese _____

A complete application packet must include letters from two (2) people who can recommend and attest to the need for the project/program. Provide the name and contact information for those individuals below:

Name _____ Diocese _____
Email _____ Telephone Number _____
Relationship to Proposed Project _____

Name _____ Diocese _____
Email _____ Telephone Number _____
Relationship to Proposed Project _____

Budget

Amount of request: _____

Attach a projected budget (itemize estimated expenses) providing narrative where appropriate and helpful to those who review the application. List additional funding from other sources, if any. Please indicate if this is an initial or renewal request.

Reporting

Final reports are expected within one month of the completion of the project/program. This report should describe what was accomplished including, when appropriate, the number of individuals participating in the project/program, a sample of materials produced, etc.. Provide receipts and a financial accounting of the use of funds and address the following questions:

What are the significant learnings from this project?

How do the outcomes support God's people in mission throughout Province VI?

In what ways will the aims of this project continue to have life within your diocese and across Province VI?

Signatures of Applicant(s):

_____ Date _____

_____ Date _____

Recommendations from Province VI Council:

Date of Recommendation: _____

Recommend Approval

Recommend Approval with Reservation (specify reason(s))

Do Not Recommend at This Time (specify reason(s))

Reviewed and Approved by Province VI Council on March 21, 2023