

MISSION PRESBYTERY
Mission, Outreach and Justice Committee
2017 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 2017 Ministry Grants Funding Guidelines* before completing your application. Complete this form and submit it by email with the supporting documents by January 20, 2017 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.

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. 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 2016? _____

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 statement¹
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.

¹ The independent audit or review must be dated within the previous 18 months.