Memo

To: Presbytery Grant Applicants

From: Presbytery Council

Subject: Church Project Grant Packet

Indian Nations Presbytery is delighted to offer a variety of grants and scholarships to support the presbytery’s strategy for transformation. Grants provide supplemental, short-term, and start­-up funding for new ministries that reflect the church’s commitment to inclusiveness, diversity and ecumenicity.

**USE THE ATTACHED FORM TO APPLY FOR A PROJECT GRANT.**

**PROJECT GRANTS** provide one-time funding (seed money) to a ministry sponsored by a congregation or a group of congregations. By definition, a “project” is a proposal for a new mission venture that is consistent with

1. the church’s mission plan and
2. the presbytery’s core values and priority goals.

Project grants are designed to encourage creativity and flexibility in meeting specific mission needs. Proposals that qualify for project funding include, but are not limited to, activities designed to address specific community needs; workshops, educational events and retreats designed to equip church leaders for mission; events that promote missional relationships; and mission work trips.

Project grants are ***not*** available for acquisition of capital assets, funding a church’s continuing ministry, or providing staff support (beyond seed money for a new venture). Grant recipients will provide a detailed report, including financial transactions, to the presbytery within 30 days of completion or as requested by presbytery council.

**Denominational Resources**

The Presbyterian Church (U.S.A.) offers a variety of mission program grants. Information and application forms are available at [www.pcusa.org/missionprogramgrants](http://www.pcusa.org/missionprogramgrants). **If you are applying for a mission program grant through PC(USA), there is no need to complete a separate presbytery application form. The PC(USA) form is the only form required.**

Application forms for presbytery grants and scholarships are available online at [www.okinp.org/forms.html](http://www.okinp.org/forms.html). Please call the presbytery office if you need assistance with this application or have questions about financial resources for congregational mission.

**Indian Nations Presbytery**

**Project Proposal**

Date Prepared

Project Name Church

Duration of Project

Amount of financial support requested from presbytery

Pastor/Project Director

Address/City/State/Zip

E-mail Address Phone

Additional Contact Person Phone

Members of Planning Team

Sponsoring Churches/Organizations

**Instructions:** In narrative form, please respond to the following. Use additional sheets as necessary.

1. **Vision** for the project.
2. **Demographic information:** Summary of information about target group (not to exceed one page).
3. **Ministry Plan:** Describe the plan for the project, including any key events/programs.
4. **Goals & Objectives:** Describe way results will be measured.
5. **Income & Expense Budget:** Display projected (balanced) income and expense; identify source of funds.
6. **Insurance Coverage:** Attach copy of rider showing appropriate insurance coverage.
7. **How does this project relate to presbytery strategic priorities?**
8. **If this proposal is a mission trip, have other churches in the presbytery been invited to participate?**
9. **Oversight of Project:** Describe how sponsoring organizations will provide oversight and encouragement to this project. (See reverse for sponsor endorsements.)

Please send proposal to

Indian Nations Presbytery

1001 NW 25th Street, Suite 206

Oklahoma City, OK 73106-5622

E-mail to [info@okinp.org](mailto:info@okinp.org)

*Project proposals require council action, so please allow sufficient time to process your request.*

**Sponsor Endorsement**

*An application from a church must be endorsed by the session. An application from another non-profit organization must be endorsed by the governing board.*

At the \_\_\_\_\_\_\_\_\_\_\_ (date) meeting of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, the foregoing project was reviewed and approved.

Amount of financial support approved

Signature Date

**Additional Sponsor Endorsement**

*An application from a church must be endorsed by the session. An application from another non-profit organization must be endorsed by the governing board.*

At the \_\_\_\_\_\_\_\_\_\_\_ (date) meeting of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, the foregoing project was reviewed and approved.

Amount of financial support approved

Signature Date

**Indian Nations Presbytery**

Council action Amount approved

Signature Date

*Pastor/project director, please sign the following agreement:*

**Funding Agreement**

If this project is approved, the planning team agrees to present a detailed report, including financial transactions, to the presbytery within 30 days of completion or as requested by presbytery council. Project funds will be handled in accordance with policies and procedures of Indian Nations Presbytery and the Presbyterian Church (U.S.A.). Members of the planning team may not benefit financially or materially (beyond reimbursable expenses) from any funds granted to the project. Financial records are subject to audit or review by the presbytery or its agents.

Signature Date