



# THE EPISCOPAL DIOCESE OF MISSOURI

## CHURCH ASSISTANCE ENDOWMENT FUND GRANTS 2024

The Trustees of the Corporation of the Episcopal Diocese of Missouri administer the Church Assistance Endowment Fund and its related grant program.

1. A congregation may apply for a grant, of up to \$10,000, to be used for capital improvements and/or repairs.
2. A congregation may not receive more than two grants over four consecutive years from this Fund.
3. Grants will be awarded based on a completed application. Such application, among other things, will outline the need for the project, its purpose, what sources of funds the congregation will use to ensure funds cover the entire cost of the project, and a plan for upkeep.
4. Priority will be given to health, safety, and accessibility and these areas should be addressed in the cover letter of the application when appropriate.
5. Should the requests total more than the available funds, priority may be given to parishes that have a greater need.
6. Grant recipients must complete the project within eighteen months from the date of award or forfeit the grant. A forfeited grant recipient may re-apply the following year.
7. Parishes shall submit a progress report nine months after receipt of the grant.
8. A request for a project that has already received a grant cannot be submitted again.
9. A request cannot be made for a project that has already been completed.
10. Funds that are not granted will carry over to the next year.

### **STANDARDS for GRANTS**

Congregations applying for a grant must:

- A. Have the ability to generate matching funds for the project. Exceptions may be considered on the basis of need.
- B. Explain the proposed project with documentation to support the cost of the project.
- C. Submit certification that the congregation's accounts have been audited in accordance with National (Title 1, Canon 7, Sec.1 (f)) and Diocesan Canons (Canon 4.8, Sec.1).  
[Guidelines for auditing are available from the Offices of the Bishop.]

*(A copy of your 2022 audit/financial review and accompanying financial statements must be attached to your application in order for your application to be considered as complete. A 2023 audit will need to be filed with the Offices of the Bishop prior to the release of funds.)*

- D. Attach a copy of the current Parochial Report.

*(A copy of your 2023 Parochial Report must be included with your application in order for your application to be considered as complete.)*

- E. Have paid in full their 2023 assessment commitment and/or present a plan to achieve full payment of their assessment.

**APPLICATION TO THE CORPORATION OF THE  
EPISCOPAL DIOCESE OF MISSOURI  
for  
CHURCH ASSISTANCE ENDOWMENT GRANT – 2024**

**Deadline for Receipt: April 23, 2024**

Congregation: \_\_\_\_\_

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

**Applications must be completed in full with appropriate attachments to be considered.**

1. Amount of Grant Requested (\$10,000 Maximum) \$ \_\_\_\_\_

2. Total Needed for Project \$ \_\_\_\_\_

3. Balance from other sources (#1 + #3 = #2) \$ \_\_\_\_\_

A. Source and amount of matching funds

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

Total A: \$ \_\_\_\_\_ (total must equal grant requested)

B. Source and amount of other funds needed (Items A & B must equal #3)

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

Total B: \$ \_\_\_\_\_ (total of A and B must equal #3 above)

4. Project Title: \_\_\_\_\_

5. Attachments Required:

A. Detailed description and drawing, if available and appropriate.

B. List of bids (or estimates) received.

C. Outline of actions your congregation will take to ensure sufficient funds will be available to pay for future maintenance and repair costs.

D. Most recent financial report of your congregation.

E. Maintenance plan for major repairs.

F. Photographs of project needs, if available.

G. Outline of plans to achieve full payment of assessment, if applicable.

H. The 2022 or 2023 Audit/Financial Review and accompanying financial statements (A 2023 will be required prior to disbursement of funds if your grant request is approved.)

I. The 2023 Parochial Report.

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

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_