

**New Initiative Fund Grant Application**

The New Initiative Fund grant process is for congregations and program groups in the Episcopal Diocese of Maine to request funding for new ministries and efforts, to expand existing ministries in new directions, or to discern ministry possibilities in their communities. If vital to the success of your project, consultant and contract labor fees may be considered by Diocesan Council; this grant program does not fund salaries (e.g., staff or director positions). The average request for a New Initiative Grant is less than $5,000. We regret that requests more than $10,000 cannot be considered. Grants are usually considered to be a ‘one time’ award (exception is a feasibility study followed by a program request).

Once received, your application will be reviewed for completeness and evaluated to determine if it meets the “Criteria for Mission” adopted by Diocesan Council. A member of the Diocesan Council Grants Committee will be assigned to act as your liaison and will be in touch with any questions prior to presenting your application at an upcoming meeting of Diocesan Council.

*Please save this form to your computer,*

*complete the application, and don’t forget to save your work.*

*Attach your completed application plus your budget worksheet and any supporting documents, in an email addressed to:* [*grants@episcopalmaine.org*](mailto:grants@episcopalmaine.org)

*To avoid delay, please make sure your application is complete.*

# Part A

1. Name of Project
2. Purpose of the Project (100 words or less)
3. Total grant request from the New Initiative Fund
4. Sponsoring Congregation, Diocesan Committee, or Program Group
5. Contact Name, email address and phone number
6. Name of the Priest-in-Charge, or Senior Warden (in the absence of a PiC), committee or program group chair. [Note: this application must come with the written endorsement of the PiC and/or Senior Warden.]
7. List the names and email address of those who will be directly involved with the project (including leadership).
8. How have you involved your congregation, committee, or program group in the development of this ministry project?
9. Describe how this project will be implemented over the next 12 months.
10. If your project receives a grant, will you be ready to implement your program within a month of being notified?
11. Have you attached your project budget to this application? Be sure to list other sources of income for the project and the amount of that contribution.
12. Are you submitting any other supporting documentation in support of this application?

# Part B: Criteria for Mission

The Diocese will consider grants for ministries that:

* + Embody our baptismal promise to seek and serve Christ in others, respecting the dignity of every human being.
  + Have energetic leadership with experience and passion for their ministry.
  + Have program evaluation processes in place and an articulated plan to achieve sustainability and/or have significant or lasting impact.
  + Are willing to share personnel, resources, and best practices with the Diocese.
  + Demonstrate innovative thinking, transparency, equity, fairness, and collaboration.

1. Give one or more example(s) of how your project will embody our baptismal promise to seek and serve Christ in others, respecting the dignity of every human being.
2. List any collaborative partners you will engage in your project (other churches, communities, or affinity groups). Give examples of how you will collaborate and/or how you will share personnel and/or other resources.
3. Give one or more example(s) of how your project will be led by those with experience and passion for ministry.
4. How will you evaluate your program?
5. What is your plan to achieve sustainability?
6. Tell how the project leader(s) will share their successes, best practices, and challenges with other groups in the Diocese.
7. Give examples of how your project will demonstrate values of transparency, equity, fairness, and collaboration.

# TELL US MORE

Is there anything else you would like the members of the Grants Committee to know about your program group, committee, or ministry?

# ENDORSE YOUR APPLICATION

Digital Signature and Date

*Please save your completed application, attach any supporting documents, and send in an email addressed to:* [*grants@episcopalmaine.org*](mailto:grants@episcopalmaine.org)