

# GRANT APPLICATION

## Synod of South Atlantic Racial Ethnic Program Budget

(Please follow guidelines)

**Deadline for each calendar year is December 1st**

I. Name of Church/Organization: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Amount of Funds Requested: \_\_\_\_\_

### II. THE ORGANIZATION:

1. What is the overall mission of the organization?

2. What specific objectives do the organization hope to achieve if the grant is approved?

How do you plan to achieve these objectives?

1

3. How is the organization staffed?

Salaried Number of (full time \_\_\_\_ ) (part time \_\_\_\_\_)

Volunteers: Number per week \_\_\_\_\_ Total hours per week \_\_\_\_\_

How many people will be served by this project? Total \_\_\_\_\_

4. Is this a long-term or a short-term project? Explain:

5. Give a description of the people this project will be helping.

### **III. FINANCES:**

1. Attach a complete budget of the organization for the current year.

Also include a complete budget for the specific project for which you seek Funding.

### **IV. EVALUATION:**

1. How will success be measured?

Measured by  
Whom? \_\_\_\_\_

Measured when  
? \_\_\_\_\_

2. Prepared by: \_\_\_\_\_ Date: \_\_\_\_\_

**DEADLINE FOR RECEIPT: DECEMBER 1ST**

**Applications should be sent to:**

J. W. Rigsby  
3026 Woodlawn Rd.  
Jacksonville, FL 32209

or

Synod of South Atlantic  
Racial Ethnic Concerns  
118 East Monroe Street  
Jacksonville, FL 32202

## CRITERIA AND GUIDELINES FOR GRANTS APPLICATIONS

Racial Ethnic Committee  
Racial Ethnic Concerns  
Synod of South Atlantic  
118 East Monroe Street  
Jacksonville, FL 32202-3214  
(904) 356-6070  
Fax: (904) 356-0051

The Synod of South Atlantic, through its Racial Ethnic Committee, has included in the annual budget a line item for each racial ethnic entity. These funds are provided by the Synod for funding social justice, compassion programs and special ministries within its bounds. This may include, but not be limited to, the areas of community services, peacemaking, leadership development, evangelism emphasis, and special educational opportunities for lay and clergy.

Grants will be made most of the time on a first come, first served bases. Priority will be given to programs that:

- Enhances leadership training
- Promotes evangelism
- Render services to children at risk
- Promotes justice and peace

### **The rules will apply to all applications and grants:**

1. Grant application must be in by December 1<sup>st</sup> of the calendar year grant is being requested.
2. Grants are funded for no more than \$2,500.00 for calendar year.
3. Checks are forwarded in one payment, once approved.
4. The African-American Consultant may choose to visit a project.
5. The Church/Organization receiving a grant for the current year must report, in writing, the use of the funds. The application for future funds will NOT be considered unless this report is filed.

## **INSTRUCTIONS FOR APPLICATION PREPARATION:**

1. Applicants are responsible for providing clear, complete information for the Synod Office.
2. The initial screening of the applications is done by the African-American Consultant. The Synod executive will have the final approval.
3. Because of the urgent need in special programs of ministry in many of our churches, certain worthy organizations and projects are ineligible for these grants. These include Habitat for Humanity, day care centers, pre schools, leadership training, and Scouting programs.
4. If your grant request is approved, you will be asked to write a one page summary of the project and to include several pictures displaying the activities of the project.

