

## **Synod of Southern California and Hawaii**

### **PRESBYTERIAN CHURCH GRANTS PROGRAM PROTOCOL**

#### **BACKGROUND**

The Partnering Grants Program (previously called the Congregational Partnering Grants program) was developed by the Synod in 2005. It allotted an initial \$300,000 per presbytery to be used as a matching grant for funding a project or projects aimed at new church development or revitalization within each presbytery. An additional \$150,000 per presbytery was allocated in 2013, and later, an additional \$30,000 for the same purpose. An additional \$250,000 per presbytery was allocated in 2024.

The Partnering Grants Committee is the Synod committee responsible for grant application review and recommendation to the Synod Assembly.

#### **PROCESS OVERVIEW**

The Synod's Partnering Grants Committee receives proposals for congregational projects via the respective presbyteries. The PGC evaluates them and makes recommendations based on the criteria and guidelines below.

#### **GUIDELINES**

1. Presbyteries and their project(s) being supported must present evidence of participation in the life of the presbytery, synod, and/or General Assembly on the part of both.
2. Although matching funds are not required but their existence will be beneficial to the application decision. Synod may issue one lump sum grant per project.
3. In the event such a project is discontinued, then all unused Synod Partnering Grant Funds are to be returned to the Synod for future use in another project within that Presbytery.
4. All grant applications should be sent to the Synod Office and include:
  - An Application Form (attached)
  - A brief narrative description of the presbytery's involvement in and/or support to the mission of this project, including a statement to support why this project is a presbytery priority
  - Identify a plan for sustainability, leadership development, and resources, including finances and talent
  - A project timeline including the desired date(s) for the Synod grant to be received; Be advised, the Commission of Assembly meets quarterly
  - A partnering grant amount requested, not to exceed \$50,000

- Other anticipated sources of funding for the project
- Documentation of the specific assistance being given by the presbytery (this could be financial, coaching or support of the pastoral leadership, or other means of showing the presbytery's investment in the project).
- How the project will be evaluated by the presbytery
- A copy of the presbytery action authorizing the application and any use of presbytery resources by the executive body of the presbytery or the presbytery at a stated meeting

### **Partnering Grants Committee**

The applicant relates to a presbytery who relates to the synod regarding the proposed project. If approved, the Synod will release funds to the presbytery who has oversight and evaluation responsibilities for the project. The presbytery shall report to the Synod Assembly at its annual meeting on the use of these funds.

1. The Partnering Grants Committee may require a conversation that includes presbytery leadership, as part of the application process, to discuss plans and sustainability.
2. In order to facilitate timely action by the Synod, the Partnering Grants Committee may make its recommendation to the Commission of Assembly, which is authorized to act between meetings of the full Synod Assembly. The Partnering Grants Committee may also take its recommendation directly to the Synod Assembly via the Stated Clerk.
3. Deadlines for application submission will be adhered to by the PGC. Those deadlines will be published regularly.

# SYNOD OF SOUTHERN CALIFORNIA AND HAWAII

## PARTNERING GRANT APPLICATION

Partnering Grant Amount Requested ( $\leq$ \$50,000)	Total Program/Project Budget	<b>SYNOD USE ONLY – Amount Granted</b>
--	------------------------------	--

*Applicant name and address  
(presbytery, church, or related mission partner)*

*Designated program/project contact:*

Name \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Email \_\_\_\_\_

*If applicant is a Church Session, please provide the following:*

Membership (or NWC attendance) \_\_\_\_\_

Current Operating Budget \$ \_\_\_\_\_

Amounts Contributed to Presbytery, Synod, and GA (Excluding Per Capita) \_\_\_\_\_

*To be filled out by the Presbytery Representative*

How does your presbytery contribute to the mission and ministry of the Synod and/or General Assembly?

If applicant is a congregation or mission partner, how do they support the mission of your presbytery?

What assistance is the presbytery providing to this program/project (this could be financial, physical, coaching or support of the pastoral leadership, or other means of showing the presbytery's investment in the project)?

How will the project be evaluated by the presbytery?

Acknowledgement:

\_\_\_\_\_ In the event this program/project is discontinued, the Presbytery will ensure that all unused Partnering Grant Funds  
*initial* will be returned to the Synod for future use in another project within the Presbytery.

\_\_\_\_\_ This application was approved by the Presbytery at a stated or called meeting or approved by the executive body  
*initial* of the Presbytery (a copy of the presbytery action is attached to this application)

Presbytery Representative

Presbytery Name and Address

Signature

Date

# SYNOD OF SOUTHERN CALIFORNIA AND HAWAII

## PARTNERING GRANT APPLICATION

*To be filled out by the Applicant (presbytery, church, or related mission partner)*

Short Description (briefly describe the program/project for which funding is requested):

Is this an ongoing program/project or a new initiative? (Please explain.):

Are funds being received from other sources to support this program/project? If so, what are the sources and how much?

Background: A more detailed description of program/project; please indicate partnership with other councils or entities:

Acknowledgement:

\_\_\_\_\_ In the event this program/project is discontinued, I will ensure that the Presbytery is notified or request the Council  
*initial* (Session equivalent entity) to notify the Presbytery

\_\_\_\_\_ This application was approved by the Session or Presbytery entity to submit to the Presbytery for approval  
*initial* (a copy of the Session or Committee/Commission/Team/Entity action is attached to this application)

Clerk of Session or  
NWC Leader or  
Related Mission Partner

Church/NWC Name and Address or  
Related Mission Partner

Signature

Date

# SYNOD OF SOUTHERN CALIFORNIA AND HAWAII

## PARTNERING GRANT APPLICATION

**Total Budget for Project/Program (Revenue Should Equal Expenses)**

<b>Revenue Item</b>	<b>Amount</b>
Individual Contribution(s)	
Presbytery	
Synod Partnering Grant Request	
Other: (Describe and list revenue amount for each additional item over 10% of budget)	
<b>Total Project Revenue</b>	

<b>Expense Item</b> (List and describe each major expense item)	<b>Amount</b>
<b>Total Project Expense</b>	

The completed application, with required signatures, should be emailed to the Synod's Business Manager (businessmanager@synod.org) who will forward your application to the appropriate Synod entity.