**EPISCOPAL DIOCESE OF PITTSBURGH**

**New Request for Diocesan Funding (Parish)**

*Parishes desiring financial assistance from the Diocese are asked to complete this form and submit it to the Diocese as directed at the end of the form. Requests will be evaluated based on the Criteria for Diocesan Funding of Parishes, Ministries, & Mission Organizations. Thoughtful responses to the questions presented here will provide a helpful guide for the consideration of your request by the appropriate diocesan leaders.*

**Parish** (name, location)**:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Person Submitting Request:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Role within Parish:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Contact Information:**

**Phone number** (all or preferred)**:**

*(Office)* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*(Home)* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*(Mobile)* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**E-mail address:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **What type of funding is your parish seeking (e.g., a grant, relief from assessment, etc.) and in what amount?**

(Note: Relief from assessment is intended as a single-year form of assistance in cases of significant unplanned expenses, drastic declines in giving, etc.)

1. **How will the funding be used to support your parish’s ministry? How is this aligned with the mission of our diocese, and that of Christ’s Church: to *love, teach, heal*?**
2. **Do you expect this to be a one-time need? Or are you seeking a longer-term (multi-year) investment from the Diocese? (Please speak to your parish’s financial health and sustainability.)**
3. **Describe your parish’s recent and/or planned involvement in the following activities, identified as key priorities of our diocese:**
   1. **Lay formation and leadership development:**
   2. **New ministry development:**
   3. **Being present among poor and under-served populations:**
   4. **Building meaningful relationships across race, class, and culture:**
4. **Are you and your parish open to considering new – even innovative – models of mission and ministry? (Depending on the circumstances of your parish, this may be aimed at enhancing its impact in the community, its effectiveness in sharing the gospel, and/or its financial sustainability.) Explain any hesitancy that you have concerning experimentation and change, or any that may be present within your parish.**
5. **Are you and your parish open to receiving coaching in the areas of financial management, administration, and governance, should a need for such coaching be identified?**
6. **Are you and your parish willing to provide regular status updates to the Bishop (or Bishop’s designee) upon the Bishop’s request, or to the appropriate diocesan committees (or committee representatives) upon the request of the committee chairperson?**

**Please attach:**

1. a resolution from the Vestry that authorizes your request for funding
2. a copy of the parish’s budget for the current year
3. a copy of the parish’s most recent year-end financial statements (income statement and balance sheet)

**Please submit this questionnaire via email to:**

The Rev. Canon Kimberly Karashin at [kkarashin@episcopalpgh.org](mailto:kkarashin@episcopalpgh.org)

OR

Canon Kathi Workman at [kworkman@episcopalpgh.org](mailto:kworkman@episcopalpgh.org)

**OR via U.S. Mail to:**

(The Rt. Rev.) Dorsey McConnell

Episcopal Diocese of Pittsburgh  
325 Oliver Avenue, Suite 300  
Pittsburgh, PA 15222