**EPISCOPAL DIOCESE OF PITTSBURGH**

**Request for Renewal of Diocesan Funding (Parish)**

*Parishes that have received financial assistance from the Diocese for the current year or year just ended, and desire that assistance be renewed for another year, should 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 financial assistance did your parish receive for the current year or year just ended, and that you are requesting be renewed?**

(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 has the financial assistance provided by the Diocese thus far been helpful to your parish’s ministry? In what ways has it helped your parish fulfill the mission of Christ’s Church: to *love, teach, heal*?**
2. **Describe any other ways you expect your parish’s ministry to benefit from another year of financial assistance.**
3. **Do you expect the parish’s need for financial assistance to continue *beyond* the coming year? Why, or why not?**
4. **Has the parish taken any measures over the past year to improve its financial health and sustainability? (Please describe them.)**
5. **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:**
6. **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.**
7. **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?**
8. **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

OR

Canon Kathi Workman at 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