

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.)

2) How will the funding be used to support your parish's ministry and/or increase financial stability?

3) 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.)

- 4) Describe the outcome measures you have identified to determine if the financial assistance provided can be described as beneficial?
- 5) 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.
- 6) 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?

Please note that, if your request for renewed funding is approved, you and your parish will be asked to provide a written report (no longer than 1 page) to the Bishop (or Bishop's designee). Your report will be shared with the Board of Trustees and/or Diocesan Council as appropriate. This report should describe the outcomes you were able to achieve due to this financial assistance and would be due in December of the year the funding was approved.

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:

Elaine Zevkovich at ezevkovich@episcopalpgh.org

OR via U.S. Mail to:

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