

EPISCOPAL DIOCESE OF PITTSBURGH

Request for Transition Assistance (Parish)



Parishes desiring financial assistance from the Diocese to support a transition are asked to complete this form and submit it to the Diocese as directed at the end of the form. Thoughtful responses to the questions presented here will provide a helpful guide for the consideration of your request by the appropriate diocesan leaders.

Application Due Date: August 20

Parish (name, location): _____

Person Submitting Request: _____

Role within Parish: _____

Contact Information:

Phone number (all or preferred):

(Office) _____

(Mobile) _____

E-mail address: _____

Date submitted: _____

1) Year of initial request (if this is the first year, so note): _____

2) What amount of funding and over what time period is your parish seeking financial assistance? (Note: assistance is expected to be over a 3–5-year period from initial request)

Fiscal Year	Projected Amount
2026	
2027	
2028	
2029	
2030	

3) Provide a description of the financial circumstances that have led to this initial request for transition assistance OR any updates since the prior year’s application. Please attach as a separate page.

- 4) Describe your plans to reach financial stability, including a timeline, OR provide an update on the plans you submitted in the prior year's application. Please attach as a separate page.

- 5) What other support have you received from diocesan sources in the past year, such as ECW grants, Growth Fund grants, Assessment relief, items paid by the Diocese on your behalf, etc.? Note the source and amount of each.

Please note that, if your request for transition assistance is approved, you and your parish will be required to partner with the Bishop's Office to develop a strategic plan that supports the parish's plan to achieve financial stability by the end of the time period for the assistance. Note that approval is for the following year only; you will need to reapply each year, including any updates to the strategic plan or parish circumstances.

Please also 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 3 most recent year-end financial statements (income statement and balance sheet)

Please submit this questionnaire via email to:

Canon Joann Saylor at jsaylor@episcopalpgh.org

OR via U.S. Mail to:

The Rev. Canon Joann Saylor
Episcopal Diocese of Pittsburgh
325 Oliver Avenue, Suite 300
Pittsburgh, PA 15222