

Process for New Congregational Development Grants:

When a parish determines that they meet or may meet the criteria for a Congregational Development Grant the following steps should be followed:

- The Rector and or Wardens should contact: the Chief Financial Missioner, the Canon for Mission and Ministry or the Bishop, as most appropriate, for a preliminary screening meeting.
- The Congregational Development Partnership Committee (CDPC) will assign a mentor to act as a consultant and guide through the application process. Note: the time frame for this process will vary from parish to parish. The Mentor or Chairperson of the CDPC can be helpful in keeping the parish apprised of the status of their application.
- The parish will complete the Congregational Development Partnership Grant Application. The application along with the final budget for the most recent completed year; working budget for the coming year; and an updated financial growth model showing projected grant requests for the several future fiscal years. This information should be submitted to the Chairperson of the CDPC.
- The CDPC reviews the application and related information.
- Up to three representatives of the congregation will make the initial presentation of the plan to the CDPC.
- The CDPC will make recommendations to Diocesan Council for authorization of a new grant based on available funds in the Diocesan Budget. *, **
- Following approval of the full Council the parish will be notified of that action.

*If the new grant is being requested for the current fiscal year, Council has authority to approve this from funds available in the current year's budget for new CD grants.

**If the new grant is being requested for the next fiscal year, and is approved by Council, it will be included in the draft budget for that year and will be finally approved when the budget is approved by Diocesan Convention.