

GRANT REQUEST PROPOSAL (revised Oct- 2018)

The Hunger Committee, Presbytery of Eastern Virginia
801 Loudoun Avenue
Portsmouth, Virginia 23707
Telephone 757 397-7063, Fax 757 397-7246
Email: Jessica@pcusa-peva.org
Website: www.pcusa-peva.org

MISSION STATEMENT:

The Hunger Committee of the Presbytery of Eastern Virginia (PEVA Believing that hunger is unacceptable), is to lead and challenge the churches of PEVA and its entities in Christ's name to alleviate chronic hunger and its immediate causes at home and abroad through information dissemination, education, advocacy and the provisions of resources.

A.) DESCRIPTION OF APPLYING PROGRAMS:

1. Organizations must work predominantly with low-income families and individuals.
2. The program must in some way address hunger as described in the above Mission Statement and fit within the five parts of the Presbyterian Hunger Program: direct services, education, advocacy, development, and lifestyle integrity.
3. **First priority will be given to first time organizational requests and Presbyterian Church related groups within the bounds of PEVA that PROVIDE DIRECT FOOD RELIEF. Funding is restricted to programs, supported by a Presbyterian Church within PEVA boundaries. Second priority will be ecumenical groups that PROVIDE DIRECT FOOD RELIEF which include a Presbyterian presence and recommendation.**
4. Programs should be able to demonstrate client benefit.
5. We are especially looking for cooperative programs involving several churches and agencies.

Funds must be used within PEVA boundaries and directly impact hunger issues.

B.) APPLICATION PERIOD:

1. *Applications must be received no later than August 31, they will be reviewed in September and if approved paid in September.*

C.) AMOUNT OF GRANTS:

Our maximum grant will be \$1,250.00. An organization may seek funding once in a twelve month period. An organization may apply for two programs serving different groups, with the understanding that funding will be at the committee's discretion.

D.) RULES AND DOCUMENTATION:

1. Organization requesting grants must be a non-profit 501(c) 3 or connected to an organization that is or is a church. A copy of last year's audit or IRS 990 (if an Organization) **MUST** be submitted.
2. List of Board Members
3. One page description of the program, to include person who is responsible for the program oversight; persons served by the program. A **detailed** program budget of how the Hunger Grant funds will be used must be submitted.
4. **Endorsement letter by a session of a Presbyterian Church or a Presbyterian pastor. Letter must be signed by Clerk of Session or Pastor.**

E.) VALIDATION:

Within a twelve-month period after receiving a grant, the Recipient **MUST** send to the Hunger Committee **line item** documentation of how the funds were used. No further grants will be considered from an organization until we receive such documentation.

**PEVA NICKEL –A-MEAL GRANT REQUEST FORM
PRESBYTERY OF EASTERN VIRGINIA
HUNGER COMMITTEE**

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YOU MAY EMAIL OR MAIL THE GRANT WITH ALL REQUIRED INFORMATION

Deadline: August 31

Date _____

Name of Organization: _____

Address: _____

Telephone: _____ Fax: _____

Contact Person/ Title: _____

Address and Phone _____

Amount of Request: _____

**Name of Sponsoring Local Presbyterian
Church** _____

Please respond to the following questions in **no more than two pages total using font no smaller than 12.**

Include in this package a copy of last year's budget and/or audit, and a list of Board members or Session members.

Please give a brief description of your organization.

Please give a brief history, including relationship to Presbyterian ministry.

State purpose of the grant funds, including who will be served **and how they will be served.**

Please describe how your program cooperates with local churches and human service organizations.

A detailed program budget must accompany the grant request.

What are your other sources of support?

If this is an ongoing program, what numbers of clients are typically served?

How does your program fit the Mission Statement of the Presbyterian Hunger Program?

How are clients involved in the evaluating/planning in your organization?

Endorsement letter signed by Clerk of Session and /or Pastor (refer to #5 of the information sheet)

Blessings and Peace