

GRANT REQUEST PROPOSAL (Updated September 22, 2022)

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 Ministry Team of the Presbytery of Eastern Virginia Inc. (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 and or churches 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 ordinarily paid by the first week in October.***

C.) AMOUNT OF GRANTS:

Our maximum grant will be \$1,250.00. An organization or church may seek funding once in a twelve-month period.

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. Clerk of Session or Pastor must sign letter.**

E.) VALIDATION:

Within a six to twelve-month period after receiving a grant, the Recipient MUST send to the Hunger Team a line-item documentation of how the funds were used. Somethings to include in the report are several pictures of your ministry in action and a short story or paragraph on how your ministry has impacted a family or a client's life. PLEASE DO NOT SUBMIT THE REPORT WITH A GRANT REQUEST. NO FURTHER GRANTS WILL BE CONSIDERED FROM AN ORGANIZATION OR CHURCH UNTIL SUCH DOCUMENTATION IS RECEIVED. THE HUNGER TEAM USUALLY REPORTS BACK TO THE PRESBYTERY IN APRIL. .

**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

Blessings and Peace