

# Presbytery of Transylvania Self-Development of People Committee

Deadline November 1, 2008

**Mail Grant Application to:  
Presbytery of Transylvania  
Self-Development of People Committee  
C/O Juanita K. Callahan, Chairman  
P. O. Box 106  
Jackson, KY 41339  
Phone: 606-666-5445  
Fax: 66-666-9270  
E-mail: [juanitakc@bellsouth.net](mailto:juanitakc@bellsouth.net)**

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Please print or type all

## I. IDENTIFICATION

a) Name of the Group \_\_\_\_\_

Mail Address \_\_\_\_\_

Physical Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

b) Contact Person \_\_\_\_\_ Position/Title \_\_\_\_\_

Telephone Home \_\_\_\_\_ Work \_\_\_\_\_

Fax \_\_\_\_\_ Email \_\_\_\_\_

## II. PROJECT DESCRIPTION

A. Briefly describe the organization or group and why you came together:

B. What is the project and why it is needed?

**C.** Who owns and controls the project?

**D.** Who benefits directly from the project? (Be specific)

**E.** What long term conditions will this project address and how will the group achieve them?

**III. PLEASE LIST THE DECISION MAKERS** (majority must be below poverty level)

Name & Phone #	Address (City, State & Zip code)	Job/Occupation (How each makes a living)	Poverty Level Check one	Indicate how chosen ** Check one
			Above Below	Appointed Elected
			Above Below	Appointed Elected
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A. \* How does your group define poverty?

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B. \*\* If appointed, how and by whom?

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C. How do the decision makers benefit from the project?

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**V. RESOURCES** (Please be specific)

**A.** What are the resources available to support the project?

1. Physical property

2. In-kind resources (e.g., non-monetary resources such as volunteer work, complimentary legal services, free use of office space or building, non-paid labor, donated supplies and/or equipment). **ESTIMATE THE VALUE**

3. Financial resources from within the group

**B.** List all financial resources requested, promised and received from other sources

Organization name and address	Requested \$	Promised \$	Received \$'	Date Received

## VI. INCOME/EXPENDITURE BUDGET

- A. Please use the enclosed format to submit a complete and balanced budget. Give total income from all sources, including the amount requested from SDOP. All expenditures requested to be paid by Self-Development of People must be clearly listed.
- B. Does this project have any paid staff? If yes, please list by name and describe their job functions.

- C. What is the total cost of the project?

\*Last Year \$ \_\_\_\_\_ This Year\$ \_\_\_\_\_ Next Year \$ \_\_\_\_\_

\* Describe activities carried out last year.

- D. How will the group carry on the project financially in the future?

## REQUIRED BUDGET FORMAT

Submit a balanced budget.

**INCOME**

**GRANTS**

Foundations	\$ _____	
_____	\$ _____	
_____	\$ _____	

Funds	\$ _____	
_____	\$ _____	
_____	\$ _____	

Self-Development of People	\$ _____	\$ _____
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**OTHER CONTRIBUTIONS**

Membership Fees	\$ _____	
Individual Cash Contributions	\$ _____	
Fund-Raising Events	\$ _____	
In-Kind	\$ _____	
Other	\$ _____	\$ _____

<b>Total Income</b>	\$ _____
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**EXPENSES**

<u>General Operating Item</u>	Other Sources	SDOP	Total
_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	\$ _____	\$ _____
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## VII. SUPPLEMENTAL INFORMATION

A. How did the group find out about SDOP? (If a specific person or organization, please provide their name and how to contact them.)

B. Who completed the application? What is this person's relationship to the group?

C. While SDOP does not require the group to have the four items below, we would like to know if you have any or all of them. Please do not include copies with your application.

By-laws	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	
Tax-exempt certificate	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	
Non-profit status	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Applied for <input type="checkbox"/>
Articles of incorporation	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Applied for <input type="checkbox"/>

Are there any additional comments the group would like to make? **(Limit to one page)**