Diocese of Southwest Florida
Episcopal Charities Fund Grant Program

PLEASE NOTE: FOR THE 2020 GRANT CYCLE, SPECIAL CONSIDERATION WILL BE GIVEN TO APPLICATIONS FOR FUNDING FOR PROGRAMS AND MINISTRIES THAT ADDRESS FOOD INSECURITY WITHIN OUR DIOCESE.

Purpose
The Episcopal Charities Fund (ECF) of Southwest Florida funds parish-based outreach and special needs ministries through a competitive grant program that is open to all congregations within the Diocese of Southwest Florida. The ECF Grant program is designed to encourage and support congregation-based outreach programs and ministries serving the poor and marginalized in our communities. The projects funded by ECF grants may serve community needs through congregational initiatives as standalone ministries or through partnerships and collaborative relationships between and among our churches and other community-based nonprofit organizations.

Grant Funding Sources
The grants are funded from several sources:
- A percentage of interest income from the endowment;
- A tithe from the annual Bishop’s Appeal;
- Donations to the Episcopal Charities Fund for specific ministries and designated projects; and
- Parish partnerships with other community organizations and granting entities.

Frequently Asked Questions
Q: Who may apply for an ECF Grant?
A: Grants may be awarded to congregations, deaneries, and episcopal schools in the Diocese of Southwest Florida, alone or in partnership with other community organizations, provided:
- The applicant is current with its filing of the Annual Parochial Report, Annual Audit, and Annual Apportionment.
- The proposed ministry meets an unmet community need, with an emphasis on serving the poor and marginalized;
- The program is non-profit;
- The program is sustainable after the one year grant ends (unless the need of the program has been satisfied); and
- The congregation is invested in the program, i.e., funding, oversight, volunteers, etc.

Q: What types of programs qualify?
A: Programs that may qualify include, but are not necessarily limited to:
- Services for the homeless and food insecure;
- Eldercare and respite programs;
- Children's after-school programs;
- Adult education and literacy training;
- Healthcare screenings;
- Transitional housing;

Any program that meets a compelling human need will be considered, particularly those that give people a hand up rather than a hand out.

Q: What sort of programs are not funded?
A: Programs that are not funded include:
- Capital fund campaigns or debt reductions;
• Capital improvements that do not expand capacity to meet compelling human need or mission and ministry need in disadvantaged situations;
• Deferred maintenance;
• Operational budgets other than the proposed program;
• Employee payroll and expenses; and
• Debts obligated or incurred before the date of the grant award.

Q: What is the duration of the grants and when are they awarded?
A: Each grant is a one-year, onetime award, with the possibility of renewal or multi-phased grants considered on a case-by-case basis. **FOR THE 2020 GRANT CYCLE, THE SUBMISSION DEADLINE IS JUNE 30, AND AWARDS WILL BE MADE IMMEDIATELY FOLLOWING APPROVAL BY DIOCESAN COUNCIL.** (NOTE: Grants not disbursed in the 12 months following the date of award are considered null and void. Applicants may reapply.)

Q: What is the process for applying for a grant?
A: Steps are:
1. The Diocese publishes the call for proposals, usually in late spring;
2. Applications must be received by the due date, June 30 2020;
3. A preliminary review will be made by the Council on Deacons;
4. The Council on Deacons will make funding recommendations to the Diocesan Council;
5. The Diocesan Council will approve/decline the recommendations;
6. The Diocese will notify the applicants and advise them on their reporting obligations;
7. At the end of the grant term, applicants will provide a report on how the grant funds were used. Any unused funds must be returned to the Episcopal Charities Fund of the Diocese of Southwest Florida.

Application Format
Application packets should be submitted on standard 8 1/2 x 11 paper, in not less than 12-point font and should include the following:
1. Cover Page. This single page should include:
   a. The name of the project for which funding is requested;
   b. Identification of the sponsoring congregation/organization and any partners;
   c. Names and contact information for key personnel—Rector or Priest in Charge, Senior Warden, Program/Ministry Leader (please include title, email address, day and evening phone numbers)
   d. The amount of funding requested;
   e. The current status of the project for which the grant is applied (new start-up or existing program/ministry);
   f. Project summary in one or two paragraphs; and
   g. Signatures of the clergy and lay leader(s) with dates.

2. Project Overview—a 1-2 page narrative description of the project that addresses:
   a. The long-term and short-term goals of the project;
   b. The relationship of the project goals to the purpose of the Episcopal Charities Grant program;
   c. The specific ways the project will address the identified unmet need(s);
   d. The specific activities involved in the project, including who will implement them and where they will take place;
   e. The ways in which the congregation will participate in the project (funding, oversight, volunteers, space, etc);
   f. The duration of the project;
   g. Plans to continue the project/ministry beyond the life of the grant, if any.
h. Other grants, gifts, or contributions to be applied; and
i. Any additional information that may be of interest to the reviewers.

Contact Information
With questions, comments or suggestions please contact Archdeacon Kathleen Moore at 941-556-0315 x989 or 813-785-9400 or email kmoore@episcopalswfl.org.

Please email, mail or deliver your application to:

Episcopal Charities Fund Grants
Attn: Archdeacon Kathleen Moore
The Episcopal Diocese of Southwest Florida
8005 25th Street East
Parrish, FL 34219-9405