



DIOCESAN FUND FOR CHURCH INITIATIVES GRANT PROGRAM

2026 Diocesan Fund for Church Initiatives Grant Program Guidelines

One time each year the Church Initiatives Grant Committee awards grants from the *St. Stephen's Endowment Fund*. Monetary grants are awarded to parishes and missions in the Diocese of Easton for initiatives that enhance the mission and ministry of that parish or mission, with special consideration for grants to smaller parishes or missions.

Through this grant program, the Diocese identifies innovative and worthwhile ministries in a parish or mission where a relatively modest amount of grant money can make a significant difference in a parish's mission and may positively impact the mission of the Diocese of Easton. Often these grants provide start-up or short-term funding for innovative, potentially replicable projects that meet newly identified needs or demonstrate new solutions for previously identified needs.

We anticipate 2026 awards in the \$1,000 - \$5,000 range. The application deadline for grants from this program currently is as follows:

➤ **January 30, 2026 for March 2026 distribution**

Eligibility Criteria. Grants through this program are made only to parishes and missions within the Diocese of Easton, not individuals or other Diocesan entities. To be eligible for a grant, a parish or mission must be a functioning parish or mission in good standing in the Diocese of Easton.

Primary Considerations. When evaluating applications, careful consideration is given by the Grant Committee to the following factors:

- *The potential impact of the proposed initiative*
- *The evidence of need for the project proposed*
- *The degree to which the program/project is consistent with or enhances the parish's mission*
- *The capacity of the Parish to implement and sustain the program/project*
- *The Parish's fiscal responsibility and management qualifications*
- *The possible use of the grant as seed money to leverage funding from other sources*
- *The ability of the Parish to obtain additional funding to implement and sustain the program*
- *The degree to which the project complements other programs or services offered by the church, Diocese and community*
- *The number of people that will benefit from the program/project*
- *The potential for the program/project to duplicate or compete with ongoing efforts in the church, Diocese and community*
- *The Parish's past grant history with the Diocese of Easton*
- *The commitment of the Parish's leadership (Rector and Vestry)*
- *The extent of volunteer involvement and broad congregational support for the program/project*

Program Exclusions. This Grant Program does NOT fund:

Endowment Funds
Ongoing/Operating Expenses
Fundraising Campaigns
Building Campaigns

Food or Beverages
Operational Deficits
Debt Retirement
Capital Requests

PLEASE NOTE: Only program-related expenses are eligible for consideration under the Grant Program.

Application Frequency. There is no restriction on the frequency with which an eligible parish/mission may submit grant applications (assuming reports from previous grants have been submitted).

Application Format. All requests must either be submitted through the online application or utilize the attached form, which describes in detail the needed information.

For paper submissions: **Proposal must be typed. Use of 12 point font preferred.** Do not staple; use only paper clips. Materials should not be bound, inserted in protective sleeves or prepared in other types of packaging. Please invest your time in content rather than presentation. Packet must include Application Checklist sheet, Application Cover Sheet, Narrative for Project Proposal, Project Budget Form, listing of current church leadership (e.g., Vestry, Wardens and Rector), and copy of minutes in which project was approved by the leadership.

Do not provide extraneous materials that have not been requested in the grant application.

PLEASE NOTE: Applications **must be submitted online or reach Bray House by the application deadline of NOON. on the application deadline date (January 30, 2026).** Applications received after the deadline, regardless of postmark date, will not be considered.

Conditions for receiving a grant award. Grant announcements are made at the Diocesan Convention. An award letter is sent to grantees along with a Grant Agreement. Grantees must submit their signed Grant Agreement to the Diocese of Easton within 90 days of the date of the award letter to receive funding. A report on the project is due nine months after the grant is awarded or by December 15th at the latest.

Thank you for your interest in the Diocese Grant Initiatives Program. If you have any questions or comments or need assistance filling out the grant application, please contact the Chair or any member of the Grant Committee.

2026 Diocesan Fund for Church Initiatives Grant Committee

The Rev. Charlotte Meyer, Chair and Middle Convocation Representative, charlottedmeyer@gmail.com, Ms. Anne Collins, Southern Convocation Representative, annecollins@comcast.net, Chrissy Aull, Northern Convocation Representative, chrissymooreau@gmail.com Megan Timms, DOE staff, Finance Administrator, megan@dioceseofeaston.org



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2026 Grant Application Cover Sheet

Applications must be type written and submitted in the format outlined below.

I. PARISH/MISSION INFORMATION:

Parish/Mission Name: _____

Parish/Mission Address: _____

Rector/Clergy-in Charge _____ Clergy's Email _____

Project Contact Person _____ Phone Number _____ Email _____

Anticipated Project Start Date _____ Anticipated Project Completion Date _____

Amount Requested \$ _____ Amount of Parish/Mission contribution \$ _____

Amount from other sources \$ _____

Has your Parish/Mission previously applied for grants from the Diocesan Fund for Church Initiatives Grant Program?

Yes No Dates _____ Projects _____

II. DEMOGRAPHIC INFORMATION

From the Parish/Mission's most recent Parochial Report:

Active Baptized Members: _____

Average Sunday Attendance: _____

Normal Operating Income: \$ _____

Total cash in all checking & passbook savings accounts: \$ _____

Total investment at market value: \$ _____

People served primarily by this grant (check one):

☐ *Parishioners*

☐ *Mix of Parishioners and local community*

☐ *Local Community members*

☐ *Other; Specify: _____*

Primary age group to be served by this grant (check): Number of people this grant will serve:

☐ less than 5 years old

☐ less than 10

☐ 5-18 years old

☐ 11-25

☐ adults

☐ 26-50

☐ 65+

☐ 50-100

☐ all ages

☐ 100+

☐ other (please describe) _____

III. PROJECT PROPOSAL/NEED/MANAGEMENT (Limit two type-written pages addressing Sections A and B below)

A. What is the specific purpose for which this grant is requested? (Limit answer to 1 - 2 sentences if possible).

B. Describe the project, incorporating the following nine points:

1. Briefly state the evidence of the need for this project.
2. Is there any other Parish/Mission or organization in the area doing this or similar work? If so, please describe.
3. Describe how this project involves coordination/cooperation/collaboration with other parishes and/or organizations.
4. Outline the overall project goals and specific objectives.
5. Provide a timeline of activities that indicates when, where and how often activities will happen. This can be a narrative or chart.
6. Describe how this project complements or enhances your parish's mission and previous work or successes in this area.
7. Describe the plan for evaluating this project (this may include details such as methods, dates, data sources and who will be responsible for project evaluation).
8. Who will be responsible for carrying out and supervising this project?
9. Describe the extent to which volunteers are included in this project.

IV. BUDGET Fill out the Program Budget Form below. You may also include an optional budget narrative of no more than 2 pages. *Please note that expenditures/purchases made prior to the grant award date are not eligible.*

V. SUPPLEMENTAL ATTACHMENTS – attach copies of the following documents

1. Listing of current Vestry/Mission Advisory Board/Cathedral Chapter members and Wardens.
2. Copy of Vestry/Mission Advisory Board/Cathedral Chapter meeting minutes at which the project application was discussed and approved by this body.

Program Budget Form *(must use this form)*

Time period this project budget covers: _____

- A. Project Expenses:** Itemize all project expenses. **On a separate sheet, you may include a budget narrative, which describes each itemized expense, how it relates to the project and how the budgeted amount was calculated.** Please note that purchases made prior to the grant award date are not eligible for funding.

<u>Project Expenses</u>	<u>Total Amount</u>
1. _____	\$ _____
2. _____	\$ _____
3. _____	\$ _____
4. _____	\$ _____
5. _____	\$ _____
6. _____	\$ _____
7. _____	\$ _____
8. _____	\$ _____
9. _____	\$ _____
10. _____	\$ _____

Total project expenses: (A) = \$ _____

B. Project Revenue:

1. What contribution is the parish/mission planning to make towards this project?

\$ _____

☐ Other: _____ \$ _____

2. Will other funding sources contribute to this project? ☐ Yes ☐ No

If yes, please list other sources and amounts:

_____	\$ _____
_____	\$ _____
_____	\$ _____

3. Amount requested \$ _____

4. Do you expect your project to continue past the current grant cycle? ☐ Yes ☐ No

If yes, how do you anticipate it will continue to be funded?

Application Checklist for _____ **(insert name of parish/mission)**

Your application should be submitted in the following order:

- _____ This Application Checklist with each item checked off *with required signatures*
- _____ Completed Grant Application Cover Sheet
- _____ Narrative for Project Proposal/Need/Management *(2 page maximum)*
- _____ Project Budget Form and optional Narrative *(2 page maximum)*
- _____ Listing of current Vestry/Mission Advisory Board/Cathedral Chapter members and Wardens
- _____ Copy of Vestry/Mission Advisory Board/Cathedral Chapter meeting minutes at which the project was discussed and approved by this body.

APPLICATION MUST BE TYPED; PAPER CLIPS ONLY (NO STAPLES OR BINDERS).

Approval of Rector or Ecclesiastical Authority for the Parish/Mission:

I approve submission of this grant request.

Date: _____
(Insert date)

Rector: _____
Or Ecclesiastical Authority (Please Print Name) _____ (Signature)

Project Coordinator: _____
(Please Print Name) _____ (Signature)

**Mail, E-Mail or Hand Deliver Completed Proposals To:
Diocesan Fund for Church Initiatives Grant Committee**

**Diocese of Easton
314 North Street
Easton, MD 21601
(410) 822-1919**

lynn@dioceseofeaston.org

COMPLETE PROPOSALS MUST BE RECEIVED AT THE DIOCESAN OFFICE BY NOON, ON THE APPLICATION DEADLINE (January 30, 2026). E-MAILED APPLICATIONS MUST SHOW A SENT DATE AND TIME PRIOR TO DEADLINE. APPLICATIONS RECEIVED AFTER THE DEADLINE WILL NOT BE CONSIDERED, REGARDLESS OF POSTMARK.