

PREVIEW of the CBCP Phase 2 Matching Grant Application (2025)

Any Indiana Episcopal congregation may apply for one CBCP Phase 2 matching capital grant and must do so online using this online Google form: [LINK TO APPLICATION](#).

Because the online form does not enable viewers to see all the questions without answering them, this PREVIEW copy of the application is made available to assist you. You can save a copy of this and use it to compose your answers, which you can then use to complete the online form.

If you have any questions about the application form or uploading, contact CBCP Project Director Linda Buskirk at info@cbcpindiana.org or 260-414-1425.

Online application questions

The second phase of the Church Buildings for Collaborative Partnerships program includes a matching capital grant opportunity. Any Episcopal congregation may apply for one grant, which must be matched dollar-for-dollar by the congregation. Grant awards will be made based on how well the congregation and its proposed project(s) meet the grant eligibility criteria below, and on grant fund availability.

1. Name of Church
2. Address of Church
3. Name of person submitting application
4. Title/Role of person submitting application
5. Email address
6. Best phone number
7. Name of Senior Warden (or equivalent) (if not you)
8. Above-named Warden's email address
9. Above-named Warden's phone number
10. I have read the Grant Program Overview and Requirements
11. Date of application submission
12. Project Name (such as "Trinity Stained Glass restoration" or "St. Paul's Feeding Ministry Kitchen")
13. Matching capital grants must be for capital investments in the property. Describe how the funds will be used and include a brief scope of work that details the overall project.
14. Describe how the proposed project will help your buildings/grounds align with the mission of the congregation and/or the mission of the church property. What challenges or issues will this project address?
15. What is your church's biggest hope or vision for the impact of this project?
16. Is the project part of a larger capital improvement or restoration project? If so, please describe the larger project and how the grant-funded project will fit into that larger project.

17. There are two grant categories based on the GRANT REQUEST amount. Both require dollar-for-dollar matches by the church. Please designate the category for which you are applying based on the GRANT REQUEST amount:

Category 1 - Grant requests ranging from \$20,000 to \$50,000 (so, the estimated cost of the capital PROJECT(s) will total at least \$40,000.)

Category 2 - Grant requests ranging from \$2,500 to \$19,999 (so, the estimated cost of the capital PROJECT(s) will total at least \$5,000).

18. What is the amount of your grant request?

19. What is the estimated cost of your project?

20. You must submit a Project Budget Worksheet showing how you plan to fund the project, and the estimated costs of the project. You may use the Excel spreadsheet we provide, or send another type of document with the same budget information. Here is the link to the one we provide: [BUDGET WORKSHEET LINK](#). To use it, download and save it to your computer, complete it, save it again, then upload it to your application using "File Upload."

21. Are you planning to conduct a capital campaign to raise funds for your project?

- Yes
- No
- Not sure yet

Information about the professionals helping you.

22. In the spaces below, provide the names of UP TO THREE architects, engineers, contractors, or other consultants who have been chosen for the project or with whom you've consulted in order to develop your scope of work. For each one listed, include: Professional's Name and Company, the type of contractor/consultant, Company Address, and contact phone and/or email address.

1. Professional's Name or Company Name

1.a. Type of professional person/company (such as architect, engineer, general contractor, specific trade contractor (electrical, painter, etc.), historic preservationist, etc.

1.b. Company address and phone number or email address

2. Professional's Name or Company Name

2.a. Type of professional person/company (such as architect, engineer, general contractor, specific trade contractor (electrical, painter, etc.), historic preservationist, etc.

2.b. Company address and phone number or email address

3. Professional's Name or Company Name

- 3.a. Type of professional person/company (such as architect, engineer, general contractor, specific trade contractor (electrical, painter, etc.), historic preservationist, etc.
- 3.b. Company address and phone number or email address

23. Upload up to 10 files related to the scope of work, including photos of existing conditions, plans or drawings, and reports and estimates obtained so far, and letters of support from community space-sharing partners or potential partners. You must sign in with a Google account to do so. You can also email files to info@cbcpindiana.org.

24. Thank you for your application... just one more thing to read and acknowledge:

Any congregation receiving a grant will be required to provide a project report at the conclusion of the project. Documentation as described below will be required. Therefore, grant recipients must keep all appropriate records to provide this information:

- a. A summary of final project costs and expenses, accompanied by documentation such as copies of paid invoices.
- b. A summary of all sources of the church's matching funds (naming sources and amounts given) by these categories:
 - i. Existing church funds/accounts.
 - ii. Capital fundraising within the congregation for the project.
 - iii. Grants or other donations from sources outside the congregation.
 - iv. In-kind labor or materials, with documentation to verify their source and value.
- c. Before and after photos of the project(s).

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