

# The Episcopal Diocese of South Carolina

## **2025 Department of Parish and Missions Funding Requests**

**Funding Purpose:** The Department of Parish and Missions Funding is to assist congregations that are in need of financial support. Requests can be submitted for, but are not limited to, clergy, lay salaries, rent and other initiatives that will enhance parish life.

**Application Process:** Applications should be sent to the Finance Committee via Stephenie Benes. They will be reviewed monthly by the Finance Committee. The committee will submit a recommendation to Diocesan Council for final approval.

**Eligibility Criteria:** Financial requests are made to congregations within the Episcopal Diocese of South Carolina, not individuals or other Diocesan entities. Eligibility requires that the church be in good standing in the Episcopal Diocese of South Carolina. Good standing, as defined in Canon 6, requires a church to send a delegate to the Convention, submit a parochial report, and make a financial contribution to the program of the Diocese.

**Primary Considerations:** When evaluating applications, careful consideration is given by the Finance Committee to the following factors. Please address at least one or two of the following factors in about 500-750 words.

- *The evidence of the need.*
- *The degree to which the grant will enhance the congregation.*
- *The number of people who will benefit from the grant.*
- *The support for a grant from clergy, where applicable, and vestry.*

**Program Exclusions:** This grant program does not fund: Endowment Funds, Fundraising Campaigns, Building Campaigns, Debt Retirement, or Capital Requests.

**Application Submission:** All applications must either be submitted by email or mailed using the attached PDF form, which describes in detail the needed information. **Please invest your time in content and vision, rather than presentation.** Do not provide extraneous materials that have not been requested in the application.

**Conditions for Receiving a Grant Award:** Grant announcements are made shortly after Diocesan Council meets. An award letter or email is sent to the churches who are awarded a grant. The letter will include the amount awarded along with the expected date of when the funds will be released. A short narrative illustrating how the funds were used should be sent to the Finance Committee no later than 90 days after the Grant is received.

**The Episcopal Diocese of South Carolina**  
**2025 Department of Parish and Missions Funding Requests**

Applications must be typewritten and submitted in the format outlined below.

**I. CHURCH INFORMATION:**

Church Name: \_\_\_\_\_

Church Address: \_\_\_\_\_

Clergy Name \_\_\_\_\_ Clergy Email \_\_\_\_\_

Sr. Warden Name \_\_\_\_\_ Sr. Warden Email \_\_\_\_\_

Contact Person (if different than above) \_\_\_\_\_

Phone Number \_\_\_\_\_ Email \_\_\_\_\_

Funds Usage(2 or 3 Words) \_\_\_\_\_ Amount Requested \$ \_\_\_\_\_

**II. A.** What is the specific purpose for which this grant is requested? Please address at least one or two of the primary considerations on page 1 in about 500-750 words.

**B. Vision Statement:** *The Episcopal Diocese of South Carolina's mission is **Through the liberating Gospel of Jesus, we are seeking justice, spreading Christ's love, and walking humbly with our God.***

How does your church live into the Mission Statement of the diocese?

**C.** What plan do you have to reduce or eliminate this need for financial support in subsequent years?

**III. Approval of Church Leadership:**

I approve submission of this grant request. Priest/Vicar(if applicable) and Warden please sign.

Signature of Warden \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Priest/Vicar \_\_\_\_\_ Date: \_\_\_\_\_

**E-Mail or Mail Completed Grant Proposal To:**

**Application, mission or worship group Finance Report (balance sheet and income statement) for the past two years, and current year budget and year to date financial report must be received in the Diocesan Office before they will be considered. *Electronic applications are preferred.***

**EMAIL TO:** PLEASE COMPLETE AND RETURN ELECTRONIC APPLICATION, FINANCE REPORT FOR THE PAST TWO YEARS, AND CURRENT YEAR BUDGET TO: Stephenie Benes at [sbenes@episcopalchurchsc.org](mailto:sbenes@episcopalchurchsc.org)

**Also, completed application can be mailed to:**

**MAIL TO:** The Episcopal Diocese of South Carolina  
C/O Stephenie Benes  
P.O. Box 20485  
Charleston, SC 29413