

Trinity Episcopal Church, Upperville VA
Grant Guidelines

The Goal of Trinity Church's Outreach Committee is Christian stewardship, which it exercises through fiduciary responsibility for the church's budgeted outreach monies. The committee has adopted the following guidelines to assist individuals and organizations seeking funds. The Committee intends to evaluate requests in accordance with these guidelines, but considers requests on an individual basis and may at times grant funds to projects/organizations that do not satisfy all of the criteria.

1. The Outreach Committee will grant funds only to those projects/organizations that are consistent with the mission of Trinity Episcopal Church of Upperville to witness for Christ through serving the needs of others in the community, the nation, and the world.
2. All requests for funding must be made in writing and include the information shown on the Trinity Church Outreach Request Form. The form itself is a guideline.
3. The Outreach Committee will evaluate the financial information concerning the project/organization to determine what proportion of the funds will be used for administration and fundraising versus implementation of the stated ministry, the practical feasibility of the project, and the cost/benefit ratio of the ministry. If the project cannot be justified after this initial evaluation, the project/organization will not be given further consideration.
4. Parish, Diocesan, Episcopal, and Christian affiliated appeals will generally receive preference over other requests and in the order stated.
5. Projects serving the Upperville area will generally receive preference over similar requests serving other jurisdictions.
6. Projects in which parish members are personally involved will generally receive preference over similar requests where no personal involvement is apparent.
7. Requests received via first class mail will generally receive preference over bulk mailings.
8. Requests to meet a need which is not being met by other public and private organizations will generally receive preference over those requests duplicating an area or need already being effectively served by another organization.
9. The Committee may grant funds on an emergency basis to projects, agencies and organizations which extend the ministry of the parish or which provide a ministry to the parish, the diocese or the church at large.
10. Each organization/project receiving financial support from the Outreach Committee shall be reviewed annually to determine if support should be continued or if responsible Christian stewardship dictates the use of such funds in some other ministry. To assist in this review, each recipient of funds will be instructed to provide a written update/annual report to the Outreach Committee at least annually.