

# INNOVATION GRANT APPLICATION

The Synod of the Trinity's Innovation Grant is guided by End II of our secondary ends: Encouraging innovation in, between and among presbyteries through the use of human, programmatic and financial resources.

Hence, the Innovation Grant is designed specifically to encourage new and creative ventures in ministry. Applicants are encouraged to dream and explore new project initiatives intent on building the church's capacity without the fear of failure.



To be clear, project initiatives supported by Innovation Grant funds must be new.

Grant applications will be reviewed by our Grants Advisory Team and Elizabeth Connelly will reach out to you with a determination or with follow-up questions as needed. Our application deadlines are as follows:

**Feb. 1** - decisions announced by March 1.

**May 1** - decisions announced by June 1.

**Oct. 1** - decisions announced by Nov. 1.

Should you have any questions as you are preparing your application, do not hesitate to reach out to Elizabeth Connelly, [econnelly@syntrinity.org](mailto:econnelly@syntrinity.org).

Applications must adhere as closely as possible to the outline provided below.

## ABSTRACT

Generally one page. Please include the following:

- Who is the contact/preparer of the proposal.
- Problem – a brief description of the problem or need being addressed.
- Solution – a short description of the project, including the project goal & objectives, what will take place, the intended outcomes, estimate of how many people will benefit.
- Impact – the potential impact of the project, the scope of its benefits.
- Funding amount requested.
- Project partners (if applicable) and any experiences or prior projects that may lend themselves to the success of the project.

## NARRATIVE

This can be as long as you would like and no shorter than 2 pages.

### A. Statement of Need or Problem

- A discussion of the nature and scope of the problem in your specific corner of the region (not a discussion of the global problem) with supporting evidence; the needs of groups or individuals the project will target.

- Share the specifics of what makes your proposed solution innovative.

- How will your work address the needs described.

This section is where you may include tables, charts, diagrams and other visual information that supports your written text.

## **B. Goal, Objectives, Intended Outcomes**

*Goal* - a broad statement of the intent or overall outcome of the program, conceptual and more abstract than the objectives.

*Objectives* - concrete, measurable, outcomes that are achievable within your implementation timeframe.

## **C. Implementation/Plan of Action**

*Plan of Action* - Share the plan of action to be initiated to carry out the objectives. Provide a plan of action for each objective.

*Implementation* - describe in narrative form of how you plan to implement the plan of action described for each objective. The How, When, Why, and Who should be addressed here. Some find it helpful to include a project timetable of activities, persons responsible, anticipated outcomes, and milestones. This is not required, and it is up to you to determine whether it would be appropriate.

*Timeline* - please share your overarching timeline for the project, start to finish.

*Additional Resources and Commitment* - what resources, such as funds, equipment, space and personnel will your church and/or presbytery contribute to the project.

## **D. Addressing the Secondary End**

-Share the ways in which your project specifically addresses End II of the Synod of the Trinity's Secondary Ends.

## **E. Model for Others**

-Will this work potentially provide a model that other congregations and/or presbyteries can put into practice? Why or why not.

## **F. Sustainability**

-Is your project sustainable? Is the outcome sustainable? Why or why not. If yes, your project is sustainable, please share your plan for ensuring that it has the support, financially and otherwise, to carry on.

## **G. Conclusion**

-Why is this work critically important to furthering the Kingdom at this moment in time?

## **DETAILED BUDGET SPREADSHEET**

On a separate page provide a detailed project budget and description of line items as needed. Your project partners contribution(s) if applicable should be included here, as well as the contribution of your own presbytery/congregation. Additionally, your church or presbytery's mailing address must be provided here. In the event that your grant application is funded, the Synod of the Trinity will not send checks to a residential address.

## **REQUIRED SIGNATURES**

We require documentation that your application has been reviewed by your member PC(USA) church's Clerk of Session and your presbytery's Executive Presbyter or Stated Clerk.

Please provide the name and email address for the individuals in the role below. Your application and a signature request will be sent to these individuals. Your application **IS NOT** complete until all signatures have been submitted. Once we have received all signatures, we will notify you that your application is complete and put it into the review process.

### **Grant Preparer**

Name:

Email address:

### **PC(USA) Church Session (if applicable)**

Name of Clerk of Session:

Email address:

### **Presbytery Leadership**

Name of Executive Presbyter or Stated Clerk:

Email address: