

MISSION TRAVEL GRANT APPLICATION

As you prepare your application, please keep in mind the Synod's Secondary Ends:

- I. Connecting presbytery leadership for coordination, spiritual support and sharing best practices.
- II. Encouraging innovation in, between and among presbyteries through the use of human, programmatic and financial resources.
- III. Providing services of education and nurture for presbyteries.
- IV. Encouraging partnerships among presbyteries in joint and shared mission and ministry.
- V. Nurturing relationships within the larger church for the purpose of greater witness.
- VI. Fostering conversation and mutual understanding among presbyteries for action toward and promotion of justice and righteousness (Amos 5:24-25).

Preference will be given to (i) first-time applicants, (ii) applicants within presbyteries that have not been awarded a Mission Travel Grant during the past two years, and (iii) mission trips open to multiple congregations.

Grant applications will be reviewed by the Synod's Grants Advisory Team. 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

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

ABSTRACT

Generally one page. Please include the following:

- The name of the contact/preparer of the proposal.
- Need – a brief description of the need being addressed by the proposed Mission Travel.
- Response – a short description of how you will help meet this need. What are the goals? What are the intended outcomes? What steps will you take to reach those outcomes?
- Impact – the potential impact of the project, the scope of its benefits. Please provide an estimate of how many people will benefit.
- 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. Addressing the Secondary End

- Which of the secondary ends does your project address? Share the specific ways in which your project addresses that end/those ends.

B. Model for Others

- Describe how this work might provide a model that other congregations and/or presbyteries can put into practice.

C. Sustainability

- Is your project sustainable? Is the outcome sustainable? Why or why not? If your answer is yes, please share your plan for ensuring its continued support (financially and otherwise).

D. 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 line descriptions of where/how funds will be used during the mission travel. Include your project partners contribution(s) if applicable, as well as the contribution of your own presbytery/congregation. Provide your church or presbytery's mailing address. In the event that your grant application is funded, the Synod of the Trinity will not send checks to a residential address.

REQUIRED SIGNATURES: The final step in the application is to procure the appropriate signatures. When your application is ready to submit, email it to Elizabeth Connelly at econnelly@syntrinity.org or grants@syntrinity.org and in the body of the email include the name and email of your Stated Clerk of Session, and the name and email of your Executive Presbyter of your presbytery. **A signature from your Stated Clerk of session and Executive Presbyter MUST be provided in order for your grant application to be reviewed and processed.** Please be sure to discuss your application with both of these individuals and seek their endorsement prior to emailing the application to Elizabeth Connelly. Once Elizabeth receives your email, she will then send a signature page through DocuSign to you, your Stated Clerk of Session, and your Executive Presbyter.

Once signatures have been received from all three of you, you will be notified that your application has been fully submitted.