

**THE PRESBYTERY OF BOSTON
EAST BOSTON FUND
Mission, Leadership, Education Grant Guidelines**

CRITERIA

1. Project proposals should be submitted by one or more congregations of the Boston Presbytery. Involvement by more than one congregation will be given priority.
2. Projects that represent a new Mission Outreach for our Presbytery will be favored.
3. Proposals from congregations with at least a three-year history of providing 5-10% of their budget for Presbytery approved mission will receive first priority.

PROCEDURE

1. At least annually, CEM and CS&D will distribute an announcement of the availability of these funds along with these guidelines.
2. A **‘Mission/Leadership/Education Project Funding Request’** may be completed for a fully planned project, including budget. Mission requests are forwarded to the Committee on Education for Mission (CEM) Chair; Leadership/Education requests are forwarded to the Committee on Church Support and Development (CS&D) Chair.
3. Congregations submitting requests must include a recent financial statement.
4. Normally grants will be for no more than three years, and will decrease over the life of the grant. Annual reviews are necessary to continue funding.
5. The committees will consider requests in a timely fashion, at least quarterly. Upon approval, the request will move to the next review/approval step.
6. Grants normally will be no more than 50% of the total project cost. We will not fund the whole project. Grants larger than \$5,000 need Council or Presbytery endorsement.
7. No group, church, or individual will receive more than one grant per year.
8. Reports to the appropriate committee should indicate progress of the project, goal achievement, and financial integrity of the partnership. A final written report, which becomes the property of the committee, is required at the conclusion of the funding cycle or when the project is completed

EXCLUSIONS: i.e. established local chapters of national organizations; established food pantries, clothes closets, etc.; operational costs for established preschools or daycare programs, etc.