

All Souls-Beckner Advancement Fund Grant Guidelines and Application (2006-2007) Internal Grants Guidelines

FUND BACKGROUND AND OVERVIEW

The All Souls-Beckner Advancement Fund was established through a generous donation from Earl and Meta Beckner in 1973. Their intent for the fund, as documented in the Deed of Gift, was to:

- 1) Enhance the influence of All Souls Church in the Washington Metropolitan area;
- 2) Help to make the immediate community where the Church is located a more cohesive, attractive and forward looking community;
- 3) Foster human rights and dignity; and
- 4) Draw people of all ages and backgrounds to All Souls Church.

The All Souls-Beckner Advancement Fund is grounded in a commitment to social change philanthropy and seeks to fund efforts that work for social justice.

INTERNAL GRANT CRITERIA

Funding priorities for internal committees/group include projects and activities that:

- Support the social justice focus of the Church
- Educate the congregation
- Help draw people of all ages and backgrounds to All Souls Church
- Build the advocacy and activism skills of our congregation
- Help achieve one or more of the Church's end statements.

The committee will consider applications that address other social justice issues. In general, only new or special activities will be considered for funding.

Applicants are encouraged to discuss their ideas with Rev. Louise Green, Director of Social Justice Ministries, at 202-332-5266 x114 or e-mail becknerfund@yahoo.com

Please note: Beckner Funds may not be used to reimburse applicants for expenditures already made or for general operating expenses of the church.

On average, internal grants have ranged from \$1,000 to \$5,000. However on occasion, smaller and larger grants have been made. All internal applicants must demonstrate the necessary internal leadership to complete the proposed projects as evidenced, for example, by past successful initiatives.

The committee will accept applications to fund new or special activities/programs offered by any of the church's committees as long as there is a sound and achievable implementation plan in place. Additionally, funding will be considered for on-going activities (such as a speaker's series) that address a particular issue important to the congregation (i.e., racial tensions caused by gentrification, etc.).

APPLICATION PROCEDURES:

Internal applications will be accepted on an on-going basis. However, to provide time to adequately consider an application, the Beckner Advancement Fund committee requests that there be at least five weeks between the date of the application and the date on which the funds are needed.

Internal applications will consist of three parts:

1. Completed coversheet (see below)
2. Narrative
3. Required attachments

Narrative

No application narrative should exceed 5 pages of double-spaced text in 12 point font excluding the budgetary materials and attachments. Page margins must be 1".

Please note: it is very possible that your narrative will be five pages or less. What is most important is that the application provides sufficient information for Committee review.

The narrative should address the following:

1. General Overview:

- Outline the background of the committee, individual or group. Briefly share the overall goal or purpose.
- Describe the programs or activities currently being carried out.
- If the project is a collaborative with another internal church committee or an external organization, briefly describe the roles and responsibilities of each collaborating member.
- Briefly discuss key leadership roles, who will be assuming these roles, and their background and relevant experiences.
- Identify the key contact person for this project. This individual will serve as the liaison between the internal group and the Beckner Committee.

2. PURPOSE AND DEFINITION OF THE PROJECT:

- Describe the purpose of the project, and outline the specific objectives associated with the effort.
- Please provide a work plan that includes a timeline for all expected major activities.
- Outline how you will engage the All Souls congregation in your efforts.

3. PRIORITY AND FOCUS OF PROJECT:

- Provide an overview of how your efforts will advance the priority funding areas of the committee as listed in the grant guidelines, giving particular emphasis to the community issues and needs you are responding to.
- Be sure to describe the populations, communities or groups to be engaged and/or affected by your project, including any benefits, changes or advancement you expect to occur as a result of your efforts.
- Identify which of the Church's end statements your project will address.

ATTACHMENTS

The following should be attached to the narrative (these attachments do not count toward the five page narrative maximum):

- Provide a project-specific budget
- A budget narrative that provides justification for all major expenditures identified in the budget.
- Finally, please outline any additional sources of support for the proposed project whether these sources are committed or pending.

SUBMISSION

Completed applications should be submitted to the attention of Louise Green, Director of Social Justice Ministries.

All Souls-Beckner Advancement Fund

COVERSHEET

Applicant Name: _____

Contact Person: _____

Contact Person Mailing Address: _____

Contact Daytime/Work Phone: _____

Contact E-mail: _____

Project Budget: _____

Amount of request: \$ _____

Short title of project (15 words or less): _____

Summary of project (75 words or less):

Grant ending period (date by which funds will be expended): _____

This request has the approval and support of the above named applicant committee or group and will be carried out in conformity with the criteria/requirements for use of All Souls-Beckner Advancement Funds.

Key Contact Person Signature: _____ **Date:** _____

Printed name: _____