

GUIDELINES FOR HUNGER FUND GRANTS

1. A local Presbyterian church must be involved with any group requesting funds. A session must endorse all grant applications.
2. Priority will be given for the purchase of food for such ministries as food pantries, soup kitchens and community gardens, or similar programs.
3. Applicants must complete the application provided by the Mission Committee.
4. The amount of each grant will be determined by the need and the availability of funds (normally \$3,000 or less).
5. Grants may be given to a program for more than one year contingent on the needs of the program and availability of funds. Programs may reapply for a grant after twelve months.
6. Applications for administrative and other expenses will be considered by the committee at the end of each calendar year as funds are available.
7. Applications are accepted on a rolling basis, but all applications must be received by December 1. Applications received after this date will be considered in the next calendar year.
8. Recipients must submit a final report within six (6) months of receipt of the monies describing how the funds were used and whether the goals were accomplished. No future applications for funds will be considered until the final report is received.

Churches supporting programs or projects which are recipients of the Hunger Fund Grant are encouraged to have active Cents – Ability participation in the local congregation.

Local Presbyterian churches are encouraged to work ecumenically or cooperatively whenever possible.

Application for Hunger Fund Grant

(This application may be used for direct food relief, administrative expenses or development assistance.)

This application is for (Please select one. A separate application must be submitted for each type of aid requested.)

- Direct Food Relief (Funds used solely for food assistance)**
- Administrative Expenses (Nonfood related operating expenses)**
- Developmental Assistance (Upgrading of facilities or equipment or development of a new or expanded program)**

If you need more space for any answer below, please attach another sheet.

Name of Church(es) endorsing application: _____

1. Name of food relief program: _____
 - a. Address: _____
 - b. Contact person: _____ Phone: _____
 - c. Days/hours of operation: _____
 - d. This food relief program is governed by (Choose one) _____ ecumenical group _____ local congregation.
2. Specific geographic area served by program: _____
3. Describe the program (Hunger related problem being addressed, goals and objectives of the program, history of program, ways program has developed over the years)
4. Describe your food project distribution policy:

5. On average how many households are served each month? _____
individuals? _____
6. Total annual budget for your program (including balance on hand): _____
List sources of income:
7. Grant amount requested from Presbytery of West Virginia: _____
8. Describe specifically how funds will be used:
9. Date of this application: _____
10. Person making application _____
(Signature)
11. Clerk of Session _____
(Signature)
12. Check to be made payable to: _____
13. Address to mail check: _____

Please return application to:

Presbytery of West Virginia
c/o Mission Committee
PO Box 11720
Charleston, WV 25339