

February 25, 2011

Dear Clergy and Wardens:

Enclosed you will find the 2011 grant application form for the Church Assistance Endowment Grant Program. Thirty one years ago \$205,000 was allocated by the Venture in Mission Steering Committee to establish the Church Assistance Endowment Fund. This fund is now over \$625,000 and the Trustees of the Corporation of the Episcopal Diocese of Missouri (COEDMO), who manage this program, use a formula that has allocated \$28,900 for 2011 grants.

The purpose of these grants is to provide financial assistance to congregations for capital maintenance and/or repairs. This financial resource has assisted our congregations with costly and sometimes unexpected projects such as roof repairs/replacements, sewer repairs, and tuck-pointing and has enabled other projects such as painting, refurbishing parish halls, or providing handicap accessibility. Over its 31-year history, this fund has awarded over \$750,000.

If your congregation wishes to apply for a grant in 2011, please complete the enclosed application. The Trustees of COEDMO will review applications received by the deadline and make awards based on the fulfillment of the enclosed guidelines. Grants require matching funds and are limited to a maximum of \$7,500. A congregation may not receive more than two grants over four consecutive years from this program. Therefore, St. Martin's/Ellisville and Transfiguration/Lake St. Louis are not eligible to receive grants in 2011.

Please forward two (2) copies (at least one of which must be unbound and copy ready) of your completed application by April 30, 2011 to: Church Assistance Endowment Fund, Episcopal Diocese of Missouri, 1210 Locust Street, 3rd Floor, Saint Louis, MO 63103. As always, there is no penalty for submitting applications prior to the deadline. Announcement of grants awarded will be made following the June meeting of COEDMO.

If you have any questions, or need assistance in completing this application, please call me at 314-231-1220, or 800-717-1259.

Sincerely,

Ms. Desiree Viliocco
Finance Officer

CHURCH ASSISTANCE ENDOWMENT FUND

GRANTS - 2011

The Trustees of the Corporation of the Episcopal Diocese of Missouri administer the Church Assistance Endowment Fund and its related grant program.

1. A congregation may apply for a grant, of up to \$7,500, to be used for capital improvements and/or repairs.
2. A congregation may not receive more than two grants over four consecutive years from this Fund.
3. Grants will be awarded based on a completed application. Such application, among other things, will outline what sources of funds the congregation will use to ensure funds cover the entire cost of the project, and a future plan for upkeep.
4. Grant recipients must complete the project within eighteen months from the date of award, or forfeit the grant. A forfeited grant recipient may re-apply the following year.

STANDARDS for GRANTS

Congregations applying for a grant must:

- A. Have the ability to generate matching funds for the project.
- B. Explain the proposed project with documentation to support the cost of the project.
- C. Submit certification that the congregation's accounts have been audited in accordance with National (Title 1, Canon 7, Sec.1 (f)) and Diocesan Canons (Canon 4.8, Sec.1). [Guidelines for auditing are available from the Offices of the Bishop.]

(A 2009 audit or certification should be on file with the Offices of the Bishop, or attached to your application, in order for your application to be considered as complete. A 2010 audit will need to be filed with the Offices of the Bishop prior to the release of funds.)

- D. Attach a copy of the current Parochial Report.

(A 2010 Parochial Report should be on file with the National Church and the Offices of the Bishop, or a copy included with your application in order for your application to be considered as complete.)

- E. Have paid in full their 2010 assessment commitment and/or present a plan to achieve full payment of their assessment.

