

Dear Session,

The health of small congregations is important to your church, the Presbytery of Utah, and PCUSA. Annually, the Presbytery of Utah makes available funds to small churches through a Small Church Grant program. These grants are for churches with 125 members or less and can be for projects within your church or that your church is participating in.

The Committee on Ministry (COM) is responsible for awarding these grants and will make the final determination of projects to receive funding as well as the level of funding for each project. **Projects that focus on church growth will be given priority when determining how funds are distributed.**

If submitting multiple projects, please complete a separate application for each one. If there is a change in a project/s at your church, please report all changes to your COM liaison immediately. Note that it is expected the church will provide a 50% match to the grant awarded for each project.

I urge you to prayerfully consider the needs of your congregation and apply for a grant if it can help in meeting those needs. If you apply, please carefully read the guidelines on the included Small Church Grant form, and complete the application in consultation with your COM liaison.

Please submit all applications to the Presbytery Office Manager at admin@pbyutah.org and to the moderator of the COM at COM@pbyutah.org. **Applications are due no later than April 1, 2025.**

Blessings,

Reverend Dr. Ralph Clingan
Moderator, Committee on Ministry

PRESBYTERY OF UTAH SMALL CHURCH GRANT

1. It is the responsibility of the Committee on Ministry (COM) of the Presbytery of Utah to review grant applications and make the final determination of projects to receive funding, as well as the level of funding for each project.
2. Small Church Grants are available for projects in congregations with a membership of 125 members or fewer.
3. ***Projects with a focus on church growth and/or leading to a self-sustaining congregation will be given priority. After this, other mission opportunities will be considered.*** It is expected the church will provide a 50% match to the grant awarded for each project. The total funds available for the Small Church Grants are limited (historically \$5,000 is budgeted and will be distributed among all grant applicants that are approved). The amount of grant funding per approved application will depend on the number of grants submitted and approved.
4. Projects need to be developed in consultation with the church's Committee on Ministry liaison.
5. Please submit all applications to the Presbytery Office Manager at admin@pbyutah.org ***and*** to the Moderator of the COM at COM@pbyutah.org. **Applications are due no later than April 1, 2025.**
6. The grant applications will be submitted to the COM for their review and discussion at the April 20, 2025 meeting. The final determination of all grants will be made no later than May 30, 2025, with notification soon thereafter. If approved, funds will be available immediately.
7. **Follow up is required.** Should your church receive grant funds, a brief evaluation is required to be submitted to COM describing the process (successes, challenges, results, etc.). A financial report will also need to be provided that includes the source of all funding for this project. These reports will need to be submitted no later than April 1, 2026. If a modification is made to your project/s, please report all changes to your COM liaison immediately.
8. If you have questions regarding this application, contact you COM liaison. Your minister will be able to provide contact information for this person. The Presbytery of Utah can also provide this information. Request at admin@pbyutah.org.

SMALL CHURCH GRANT APPLICATION

When reviewing this grant application, the Committee on Ministry will take into account your church's previous year's per capita and any Small Church Grants received for past projects, along with the evaluation of those projects.

Please complete this form for each project you are submitting an application for.

_____	_____
Church	Contact Person
_____	_____
_____	_____
Church Address	Contact Person Address
_____	_____
Church Phone	Contact Person Phone
_____	_____
Committee on Ministry Liaison	Committee on Ministry Liaison Phone

Description of Project:

Cost of Project:

- Total cost of project (attach bids, estimates, receipts, pictures if applicable, and any other documentation considered important).
- Total financial commitment made to this project by the church (congregational funds).
- Total financial commitment by other sources (other churches or parties participating in the project, community donations, individual donors etc.).

Total amount requested from the Small Church Grant Fund:

Is this an ongoing program/project or a new initiative?

What are the anticipated positive outcomes of this project?

If you are awarded less than the amount you requested for this project, will you still move forward with the project?

If your church has received a Small Church Grant from the Utah Presbytery in the past five years, please list the year/s and amounts of grant money received.

Please include any additional comments or information you believe the Committee on Ministry will find helpful in making a decision regarding funding of this project.

Committee on Ministry Liaison Comments:

Submitted by:

Applicant Church Clerk of Session

Date

Approved by:

Applicant Church Clerk of Session

Date