

Eno River Fellowship Foundation
Initiatives and Enhancements Fund Grant Proposal Application 2023-2024
Guidelines, Instructions, and Application Form

This year the Foundation Board seeks to fund proposals for bold initiatives or infrastructure enhancements that are in alignment with two broad areas: 1) ERUUFs [2023-2024 Vision of Ministry Goals](#) to honor the past while nurturing ERUUF's future by weaving a Beloved Community of Radical Inclusiveness, and to increase awareness and engagement within ERUUF and the broader community; and 2) ERUUF's [2023-2026 Strategic Plan](#). If funds allow, the Foundation Board will consider funding additional grant proposals that have been properly vetted and approved by the appropriate staff partner.

All applications must be received electronically by midnight on January 31, 2024.

Guidelines and Instructions

Who can submit a proposal? Proposals may be submitted by ERUUF staff members, ministry teams, or congregation members. Before submitting proposals, ministry teams must discuss their proposals with their staff partners, and congregation members must discuss their ideas with the appropriate ERUUF senior staff person. Staff members may have information about similar projects already under consideration and be able to assist with specifics of the proposal. The senior staff members and their areas of responsibility are Rev. Jacqueline Brett (Worship, Leadership Development, Justice, Faith/Sources, and Ministry Programming); Rev. Daniel Trollinger (Finance and Infrastructure); Shawn Trimble (Facilities and Office Administration); Rev. Jim Lewis (Lifespan Faith Development and Pastoral Care); Alice Alexander (Membership Development); and Wendy Looker (Music). If you're not sure, ask Daniel Trollinger to direct you to the appropriate staff member.

What is a reasonable dollar amount to request? The amount of grants varies, depending on the project. Ordinarily, grants awarded in recent years have ranged from \$500 to \$10,000.

What is your proposed project, and what will the funds be used for? Use the form on page 3 below to describe your project. Prepare a concise description of your proposal: State the title, name the project participants, provide a concise description of the proposed activities and a realistic estimate of the costs, including an itemized budget. Keep in mind that these grants, which are supported by the Foundation's Initiatives and Enhancements Fund, cannot be used to cover routine expenses such as program meals, recurring operating expenses or maintenance expenses.

How will ERUUF benefit from this project? Foundation awards are intended to enhance ERUUF's capacity to achieve its mission. Thus, the proposals that will be given the highest priority for funding are ones that are likely to have a significant impact on the Fellowship and community. Describe how the proposed project addresses : 1) ERUUF's [2023-2024 Vision of Ministry Goals](#) to honor the past while nurturing ERUUF's future by weaving a Beloved Community of Radical Inclusiveness, and to increase awareness and engagement within ERUUF and the broader community; and 2) ERUUF's [2023-2026 Strategic Plan](#). Please identify the specific areas of the Annual Vision of Ministry or Strategic Plan that are addressed with the proposal application. Projects that only benefit individual ERUUF members, or groups outside of ERUUF, will not be funded.

How much staff time and other ERUUF resources will this project require? To give the Foundation Board a better sense of the full costs of the project, describe the project activities that will require support from ERUUF staff and estimate the amount of staff time (in hours) that will be needed. Identify other ERUUF resources, if any, that are required.

Basic Instructions

1. Download the application form from the Foundation's web page <https://eruuf.org/giving/foundation/> and open it in your word processing program.
2. Taking into consideration the guidelines and instructions provided above, complete the application on page 3. When finished, save the file with a name that identifies **your proposal**, such as "Anna Jones-Web Awareness Proposal."
3. Email the file as an attachment to foundation@eruuf.org along with a brief message.

Timeline: Submit your proposal by **midnight Sunday, January 31, 2024**. The Foundation Board will meet in February, and you will be contacted if any clarification or additional information is needed. Final decisions will be made by the Foundation Board in March, after which you will be notified. Grant announcements to the congregation will be made shortly thereafter.

Funded projects should be completed within 18 months of the date that the grant was awarded. During December 2024, all grant recipients should submit interim reports to the Foundation Board for projects that are still in progress. Reports describing the final outcomes should be submitted during December 2025. Extensions beyond this deadline may be granted upon request.

Foundation Board Directors: Mel Downey-Piper (Board of Trustees Representative), Chris Folger, Lenora Harris-Field (Secretary), Mark Henault, Sunny Ladd, Clint McSherry (Treasurer), Kathryn Saterson, Judy Teague (President), Rev. Jacqueline Brett (Ex officio), Daniel Trollinger (Ex officio)

Eno River Fellowship Foundation 2024 Grant Application Form

Submit electronically by midnight, January 31, 2024 to foundation@ERUUF.org

1. Today's Date:
2. Applicant Name(s):
3. Affiliated Ministry Team(s):
4. Applicant Phone Number:
5. Applicant E-mail Address:
6. Project Title:
7. Total Amount Requested:

After reading the guidelines and instructions on pages 1-2, provide the information that is requested below.

8. Give a brief description of the proposed project and identify the project participants.
9. Provide a detailed/itemized budget. To the extent possible, this should be a realistic estimate of the project's costs. Keep in mind that these grants, which are supported by the Foundation's Initiatives and Enhancements Fund, cannot be used to cover routine expenses such as program meals, recurring operating or maintenance expenses.
10. How will ERUUF benefit from this project, and how does it support to ERUUF's [2023-2024 Vision of Ministry Goals](#) and ERUUF's [2023-2026 Strategic Plan](#) priorities? Please Identify the specific areas of the Vision of Ministry and/or Strategic Plan that this grant proposal addresses.
11. Please consult with your staff partner in answering the following question. How do the proposed activities relate to the current priorities of your affiliated ministry team?
12. Do the planned activities take into consideration ERUUF's commitment to being an equitable and inclusive congregation? Explain how.
13. If your project is intended to impact members of marginalized or underrepresented groups, have you consulted with members of the relevant group(s) to ask if the project will meet their needs? What was their response?
14. What is the timeline for project completion? Funds should be used by December 2025, and unless an extension has been granted, unspent funds will be forfeited.
15. Which ERUUF staff member did you talk with about this proposal, and what was the response?
16. Who is the staff partner with whom you will be working?
17. How much staff time (in hours) will be required for the implementation of this project?
18. What other ERUUF resources, if any, are needed to support this project?

19. Is there additional information that you would like the Foundation to consider?