



EPISCOPAL  
BISHOP *of* OREGON  
FOUNDATION

PO Box 22310  
Milwaukie, OR 97269

### **Mission Statement**

The Foundation is dedicated to fulfilling God's work in the world by granting funds to Episcopal ministries in the Episcopal Church in Western Oregon that strengthen the community by serving others.

### **Vision Statement**

The Foundation envisions an Oregon where the people of the church joyfully invite everyone to share in a beloved community rooted in justice and abundance.

Episcopal Bishop of Oregon Foundation (EBOF) fulfills God's work in the world by granting funds for ministries that seek Gospel Justice by addressing tangible needs such as housing, food, and the well-being of seniors, youth, and families. EBOF also funds ministries that serve others through healing, racial justice, and inclusivity throughout the diocese.

Our strategic priority through 2024-2025 is to support ministries in rural communities.

## ELIGIBILITY

- All Episcopal faith communities
- Affiliated Episcopal ministries such as 501(c)(3) nonprofit organizations with relationships with the diocese or faith communities
- Episcopal Chaplaincies

## RUBRICS

- Alignment with the foundation's mission and strategic priorities
- Affiliation with the needs of the surrounding community
- Evidence of future planning
- Ability to grow and strengthen the community
- Relation to an ongoing ministry or ministries of the church
- Sustainability of staff and leadership to continue programs
- Financial sustainability and evidence of other funding

## GUIDELINES

The Board of Directors of EBOF realizes that guidance is useful to grant applicants as they decide whether or not to pursue a request and as they formulate applications. To assist in this process, we have adopted the following guidelines. As guidelines they are subject to review and modification at any time by the Board.

- Grants should be consistent with the criteria for funding established from time to time by the board.
- Grant support is generally available for a maximum of three years at a maximum level of \$25,000 per year and applicants should design the program to be completed within that time or should express how the program will transition to other revenue streams. Grants will normally not exceed more than \$75,000 in a five year period.
- A grant recipient should anticipate being asked to prepare news releases and news articles about the grant for use by local media outlets. The diocesan office is available to assist with this work.
- Parish applications must be current with their submission to the diocese of parochial reports, annual audits and assessments.
- Grants are not available for retirement of debt, establishment of endowments, and restoration of savings and investments.

- EBOF does not make loans.
- Grant applications will include:
  - A narrative proposal and/or letter of length adequate to help the Foundation understand your organization and request. Brevity is appreciated and should be limited to four pages of 8.5"x11" with a minimum font size of 10.
  - List of your Board of Directors, Vestry or BAC.
  - Detailed budget for proposed project.
  - Statement describing financial condition of applicant organization to include the last fiscal year, the current year to date and the most recent audited report.

## APPLICATION CYCLE

The following shows the application deadlines and the award determinations:

|                     |                                |
|---------------------|--------------------------------|
| <b>Received by:</b> | <b>Award Determination By:</b> |
| End of February     | April 15                       |
| End of May          | July 15                        |
| End of August       | October 15                     |
| End of November     | January 15                     |

# Episcopal Bishop of Oregon Foundation Grant Application

Organization Name: \_\_\_\_\_

Organization Tax ID Number: \_\_\_\_\_

Address: \_\_\_\_\_

Phone number: \_\_\_\_\_ Website: \_\_\_\_\_

Mission Statement of the project (Please be brief):

Describe the types of services rendered by this agency (Please be brief):

Project name/Description (Please be brief):

Dollar Amount requested: \_\_\_\_\_ Total operating budget: \_\_\_\_\_

Contact person: \_\_\_\_\_ Title: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email: \_\_\_\_\_

*The undersigned represents that they are authorized to make the representations contained in this application and intends that the Board of Directors of EBOF will rely on the information contained herein.*

Rector/Vicar Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Project Director (if different than contact person): \_\_\_\_\_

Address: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email: \_\_\_\_\_

Have you received an Episcopal Bishop of Oregon Foundation grant in the past? If so, please describe.

### **EBOF Grant applications sources and allocation of funds attachment**

Committed funding from the requesting organization:

Grants and other funding in Progress:

Other sources:

### **Episcopal Bishop of Oregon Foundation Grant Application narrative**

- Please attach your narrative response as a separate document. Please limit your narrative to no more than four pages of 8.5”x11” with a minimum font size of 10. Do not include any other attachments.
- Explain how the requested funds will be used and how this program advances the ministry of The Episcopal Church in Western Oregon.
- Explain whether this is a new project, an expansion of an existing project, or the continuation of an existing project.
- What are the specific objectives of the proposed project and the general strategies to accomplish them? (Please include, if appropriate, examples where your proposed activity, project or idea is already being successfully implemented by others.)
- How is success or accomplishment of the proposed project’s objectives measured and monitored?
- How will this program be funded in the future?

### **Submission Instructions:**

Completed materials should be submitted to Bishop Diana Akiyama. You may send them by email to [bishopakiyama@ecwo.org](mailto:bishopakiyama@ecwo.org) or mail them to her at:

Episcopal Church in Western Oregon, PO Box 22310, Milwaukie, OR 97269