

Envision Fund Application – 2018

Proposal Title: _____

Applicant Information

If you are applying on behalf of an External Organization or CPC Committee, select one individual to be the point of contact.

Applicant or Point of Contact Name: _____

On Behalf of External Organization or CPC Committee (if applicable):

Phone Number: _____

E-Mail Address: _____

Mailing Address: _____

Application Submission

The deadline for submitting an application is [1 March 2017](#). If additional funds are available, there will be a second application cycle with a submission deadline of 1 September 2017.

Electronic submissions are preferred. Email the completed application and any supporting documents to: envision_fund@catonsvillepresb.org.

Applications may also be mailed to:
The Envision Board
Catonsville Presbyterian Church
1400 Frederick Road
Catonsville, Maryland 21228



Application Notes

- Please complete the application as thoroughly as possible. Incomplete applications may be returned to the applicant.
- For information on the evaluation criteria please visit our website: <http://www.catonsvillepresb.org/envision.htm>.
- If additional space is needed, please attach additional pages and indicate to which question the response applies.
- This cover page will be removed prior to initial review by Envision Board.

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Applicant Affiliation with CPC

Check one box describing how applicant is affiliated with CPC. If applying on behalf of a CPC Committee, select and list the Committee.

- CPC Member or Staff
- CPC Committee: _____
- External Organization

Alignment with Envision Fund Goals

This section defines how the project aligns with the goals established for the Envision Fund.

Categories served by the project (check all that apply):

- Development (new or expanded ministry areas)
- Mission (local, national, or international humanitarian activities)
- Peace and Justice Advocacy (work for social change to remove obstacles for all people)
- Capital Improvement (development or update to CPC buildings or grounds)

Complete the following for capital improvement projects.

Trustee Approval Date: _____

List any CPC Committee the project is expected to impact (e.g., Childcare Council):

Stakeholder Support and Concerns

Discuss the project with all potentially impacted CPC Committees. Provide the date of discussion and your understanding of that committee’s reaction to the project.

Project is intended to primarily serve which population:

- Catonsville Presbyterian Church
- Local
- National
- International

Project represents which type of activity:

- New initiative
- Expanded, updated, or changed initiative

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Project Details

Project Narrative

Describe your vision of the project.

Project Need

Provide relevant historical information and description of ongoing need. Consider the following questions in your response: How is the project responsive to God’s call? Why is the project important to you? How does the project provide a long-term solution to a problem?

Population Served

Who will benefit from the project?

Project Goals and Evaluation Criteria

How will you measure and report on the project’s success?

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Funding Details

Project Funds Requested by Year

For single-year funding request, enter just Year 1. For multi-year, enter amount under each year.

Year 1 Request	Year 2 Request	Year 3 Request
\$	\$	\$

Total Funds Requested (*Sum of year 1, 2, and 3 requests*): \$ _____

Complete the following to discuss partial funding options.

If the Envision Fund is unable to meet the full funding request, is there a lesser amount that would still allow for the project to proceed? (*If yes, complete as above. If no, enter N/A.*)

Year 1 Reduced Request	Year 2 Reduced Request	Year 3 Reduced Request
\$	\$	\$

If partial funding is feasible, would the project be performed at the lesser amount? If no, how might the additional funds be secured?

If the project were to be fully funded, when the funds are expended will the project be complete? If no, please discuss your plans for funding the project after Envision monies have been spent.

Has the project been approved for funds from another organization? If yes, please provide details.

Is the project relying on currently unconfirmed funds from another organization? If yes, discuss what would happen to any Envision monies granted should the other required funds not be obtained.

Has the project received funds from any CPC source in the past? If yes, please provide details.

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Other Project Logistics

Other Resources Required

Do you anticipate CPC members being involved in the project? If yes, please discuss.

Are any CPC facilities required for the project? If yes, please discuss.

List any necessary resources on which the project relies but for which you do not require Envision monies (e.g., donated items).

Concerns and Mitigations

List any factors you have considered that may hinder completion of the project and what you plan to do to mitigate those risks

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Outside Organization Information

Skip this section if this application is internal to CPC.

Organization Name: _____

Outside organizations seeking Envision monies must have a CPC sponsor.

Sponsoring CPC Committee, Member, or Staff: _____

Description of Outside Organization

Provide a brief description of the organization. You may include a website for more information.

Why do you believe the Envision Fund is the right source of funding for the project?

Has the organization received funds from any CPC source in the past? If yes, provide details.