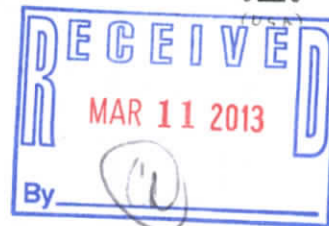


Presbyterian Mission Agency
Shared Services/Finance and Accounting



March 1, 2013



Greetings Friends in Christ:

We are pleased to offer you the opportunity to apply for monies available from unassigned General Assembly Mission Restricted Funds. These funds were created in past years by the gifts of individual Presbyterians or by small groups such as Presbyterian Women's groups. We are sending this information to all sessions, presbyteries, and synods so that they may apply to have specific funds granted to them for mission efforts that fulfill the intent of the donor. This application process is repeated on an annual basis in early March.

Specifically, enclosed are the following: (1) list of funds available [on the reverse side of this letter], and (2) application form.

You may review and download application instructions from the Presbyterian Church (U.S.A.) Mission Budget and Financials website address <http://gamc.pcusa.org/ministries/financials/general-assembly-unassigned-funds/>. The site also includes Grant Application Instructions and Guidelines, the list of unassigned funds, a Word version of the application, and a supplemental form that you can review and download. Applicants requesting \$10,000 or more must complete the supplemental form.

Please read the instructions carefully before completing the application form. The application must be typed in 10-pitch or larger type, and all information must fit within the application form. The application should be submitted as three 8½ x 11 sheets of paper (expanding the length of the application with a word processor is not permitted). We will not review excess information, including brochures and photographs.

While these requirements may seem rigid, they are needed to help deal with the volume of applications received and to help control the costs involved in copying and handling applications. Thank you for taking care to observe these guidelines.

Please note that approval at the presbytery or synod level is only another step in the process and does not guarantee approval by the Restricted Funds Oversight Subcommittee. Each presbytery can only forward **one** application per fund to the synod and each synod can send (in most cases) only **one** request per fund forward. **Where the amount available for a particular fund exceeds \$150,000, a synod may forward two applications for that fund. The request(s) may not exceed the total available from the restricted fund.**

Session applications must be forwarded to the presbytery of jurisdiction by May 1, 2013, and forwarded to the synod with endorsement, if appropriate, by the presbytery by June 1, 2013. Additional timelines are provided at <http://gamc.pcusa.org/ministries/financials/general-assembly-unassigned-funds/>.

For questions, please contact Shelly Lewis at 1-888-728-7228, ext. 8023 or e-mail shelly.lewis@pcusa.org.

Sincerely,

A handwritten signature in black ink, appearing to read "Glen E. Snider".

Glen E. Snider, Chair
Restricted Funds Oversight Subcommittee

Enclosures

GENERAL ASSEMBLY
2013 Unassigned Funds



Fund Number	Restriction	Amount Available
51067	For Appalachian health care, preferably near White Rock, Madison County, North Carolina	\$ 1,058
53536	To the Assembly's Home Missions [n/k/a General Assembly Mission Board of the Presbyterian Church (USA)] for the use and benefit of this cause	\$ 1,031
54120	For medical work and health care among Navajos	\$ 2,596
54201	For education of Native Americans: historical use benefitted tribes in North Fork, California	\$ 1,577
58189	To be used for medical research where most needed ⁽¹⁾	\$ 25,963
58529	Used to provide for any educational opportunities which support the work of individuals who are involved in any way in ministry that benefits those who have mental retardation or other mentally or physically disabling conditions; this income may also be used to support ministry which specifically benefits those who have mental retardation or other mentally or physically disabling conditions	\$ 1,133
58879	Mission work among Chinese and Spanish Americans	\$ 1,572
59239	Mission program with preference given to advocacy for environment and evangelism	\$ 2,412
59251	Mission support within the U.S.	\$ 1,152
70047	Train ministers for preaching and teaching the Bible, Western U.S. area ^{(1) (2)}	\$ 515,347

⁽¹⁾ Applicants requesting \$10,000 or more from this fund must also complete the supplemental form, which is located at <http://game.pcusa.org/ministries/financials/general-assembly-unassigned-funds/>.

⁽²⁾ Grants from this fund must be used within the "Western Five" synods (Alaska-Northwest, Pacific, Rocky Mountains, Southern California & Hawaii and Southwest).

**PRESBYTERIAN CHURCH (U.S.A.)
APPLICATION FOR USE OF RESTRICTED FUND**



This form is designed to assist you in applying for an unassigned General Assembly Mission Restricted Funds grant. All applicants should read the instructions carefully before completing the application. Please type, or the downloadable application form along with instructions and guidelines are provided at <http://game.pcusa.org/ministries/financials/general-assembly-unassigned-funds/>.
Applicants will be notified of application status in October 2013.

I. To Be Completed by Requesting Council or General Assembly Entity			Year 2013
Applicant Pin Number:		Fund Number:	
Fund Restriction (as stated on General Assembly Mission 2013 Unassigned Funds list):			
If application was made to other restricted funds for <u>same program/project</u> , please list fund numbers:		Grant amount requested (must equal or exceed \$500): \$	
Have you previously received a restricted fund grant?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Total Program/Project Budget (Please complete budget worksheet): \$
If so, which year did you receive the restricted fund grant?	Year:		For Committee Use Only - Amount Granted \$

Applicant name and address (Council or General Assembly Entity):

Designated program/project contact:

Name _____

Name _____

Address _____

Phone Number _____

City, State, Zip _____

E-mail Address _____

If applicant is a church (session), please provide the following information:

Church Membership _____

2012 Operating Budget \$ _____

2012 Amounts Contributed to Presbytery, Synod and GA (Excluding Per Capita) \$ _____

Proposed Use: This should be responsive to Evaluation Guidelines on page 5 of the application instructions. If proposed use is for church building repair or a scholarship, STOP [see Church Building Aid and Student Financial Aid Inquiries on page 7 of application instructions]. Approved applications receive a one-time grant in October, distributed in a lump sum. Grants must be used within two years of distribution.

- a) Short Description (briefly describe the program/project for which funding is requested):

- b) Is this an ongoing program/project or a new initiative (please explain):

- c) Are funds being received from other sources to support this program/project? If so, what are the sources and how much?:

- d) Background (more detailed description of program/project, and please indicate partnership with other mid councils):

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Applicants will be notified of application status in October 2013.

		Year 2013
Applicant:	Applicant Pin Number:	Fund Number:

Proposed Use (continued):

Budget for Project/Program (Revenue Should Equal Expenses)

Revenue Item	Amount	Expense Item	Amount
Total GAM Grant Funding Request		Planning	
Individual Contribution(s)		Promotional Materials and Advertising	
Presbytery		Leadership Honoraria	
Synod		Leadership Travel/Housing/Meals	
Other: (Describe each item over 10% of budget)		Other: (Describe each item over 10% of budget)	
Tuition and Fees from Participants		Subsidies to Participants	
Total Project Revenue		Total Project Expense	

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APPLICATION FOR USE OF RESTRICTED FUND**



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Applicant:	Applicant Pin Number:	Fund Number:	Year 2013
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2. Presbytery Comment(s)

3. Synod Comment(s)

4. Required Signatures

Councils

Clerk of Session	Church Name	Signature	Date
Presbytery Representative	Presbytery Name and Address	Signature	Date
Synod Representative	Synod Name and Address	Signature	Date

General Assembly Entity

Division Director (GA Only)	Signature	Date
Executive Director/President/Stated Clerk	Signature	Date

Sessions: Proposals must be submitted to the presbytery by May 1
 Presbyteries: Recommended proposals must be submitted to the synod by June 1
 Synods: Recommended proposals must be submitted to the Restricted Funds Oversight Subcommittee by July 1