



**PNWD CHALICE LIGHTER  
CONGREGATION SUSTENANCE APPLICATION  
Fall 2020**

**Description of Opportunity:** Donations to our Fall 2020 Call will support PNWD congregations who are struggling to stay afloat in the wake of the coronavirus tidal wave.

**Maximum request: \$10,000 per congregation.** Award checks will be mailed by December 23.

**Latest date for submission of proposals: Oct. 31, 2020.** Email the completed application and accompanying pages as a single document in .pdf format to [pnwdchalicelighters@pwruiu.org](mailto:pnwdchalicelighters@pwruiu.org).

**Obligations:** *By the time proposals are due* Chalice Lighter grantees need to achieve, and maintain for 3 years, (a) at least 30% of currently certified membership contributing to the Chalice Lighter program, and (b) Honor Congregation status with the PNWD and UUA.

**Format:** *Please use the template below.* Add lines and pages as required and footnotes if desired. Answer all items, using “NA” if not applicable or not available. What you send will be reviewed even if incomplete. Please be direct and succinct.

**Congregation Name, City, and State:**

**Amount requested:**

**Summary Paragraph:** Please provide a summary of why individual Chalice Lighters should contribute money to support this grant (maximum ~200 words).

**Applicant Contact Information:**

- Designated contact person for this grant, with title, if any, phone and email address:
- Minister, or if none, principal lay leader, with phone and email:

**Date of approval** of this application by the congregation’s governing board:

**Description:** How do you propose to utilize the requested funds? Will any paid positions be funded by the grant?

**Necessity:** How will the funds, realistically, make a difference in maintaining vitality?

**Sufficiency:** What is your financial plan for operating until normality is re-established?

**Growth History:** Was your congregation growing prior to the pandemic? What are your recent trends in member numbers?

**Resources:** Provide official congregation budgets (or actuals if available) for FYs 2019, 2020, and 2021, preferably on a single spreadsheet. Highlight the requested Chalice Lighter funds and ancillary resources secured or being requested from other sources. Provide Net Worth data.

**Attachment Checklist:**

- List of paid positions, fraction of time, and extent to be funded by requested grant
- Membership number history
- Budgets for FYs 2019, 2020, and 2021
- Net Worth statement

## **Answers to some Frequently Asked Questions:**

**Questions about this application** may be directed to [pnwdchalicelighters@pwruiu.org](mailto:pnwdchalicelighters@pwruiu.org), and a notice of intent to propose would be appreciated.

### **Determining eligibility:**

- Your congregation's Honor status and official membership number is available on [uuu.org](http://uuu.org).
- Your congregation's Chalice Lighter Ambassador or Treasurer may obtain a roster of Chalice Lighters in your congregation by contacting [pnwdchalicelighters@pwruiu.org](mailto:pnwdchalicelighters@pwruiu.org).

### **Available funds:**

Chalice Lighter reserve funds will be used to support grants, in addition to call proceeds. It is estimated that resources will support award of at least four grants. It is possible that not every proposal received can be funded. In that event, priority may be given to smaller requests, growing congregations, and those for whom a Chalice Lighter grant is judged to be necessary and sufficient for continued viability. Some of the supporting data is requested to help us with such decisions. Not having all the data available to include should not keep you from submitting a grant application.

### **Limitations on eligibility for large grant recipients:**

Recipients of a Chalice Lighter Congregation Sustenance Grant in excess of \$4000 will not be eligible to apply for another Chalice Lighter grant for three years.

Recipients of Chalice Lighter full call grants within the last 3 years are eligible for Sustenance grants of up to \$4000 and for larger grants only at a lower priority than congregations who have not been recent grant recipients. This limitation does not apply to recipients of small Technology grants.