

# 2019 Recognition Grant Application



## Table of Contents

	Page
History of the Recognition Grant	2
1.0 Program Guidelines	2
1.1 ECW Recognition Grant Description	
1.2 Candidate Eligibility	
1.3 Eligible Activities	3
1.4 Ineligible Activities	
1.5 Program Implementation	
2.0 Project Information and Application	3
2.1 Required Information	
2.2 Project Application and Submittal	4
3.0 Frequently Asked Questions	5
Application Form	6

## **Sharing Our Stories: History of the ECW Recognition Grant**

The Board of Directors of the Episcopal Church Women, Diocese of Chicago, are putting ourselves and the Legacy Funds entrusted to us at the service of this grant because we believe in our mission of being “United in Christ and led by the Holy Spirit to Recognize, Understand and Respond to the Needs of All in an Atmosphere of Healing, Fellowship and Love”.

2011 was the inaugural year for this grant. It has been established to recognize the ongoing outreach efforts of the women of our Diocese. The Board believes strongly that women’s organizations provide useful and important work in our parishes, our communities and across the world. We have expanded our giving to honor two such groups, each with a one-time \$500 grant to continue their efforts.

### **1.0 Program Guidelines**

#### **1.1 The Grant Description**

The Board is charged with supporting and promoting programs which reflect the interests and concerns of the Diocese. The Board also supports initiatives from the National Church, General Convention and our own Triennial Meeting, as well as religious, educational and missionary work. This grant specifically addresses outreach initiatives of a parish women’s organization. This grant is intended to be a one-time grant given in honor of a parish women’s outreach program.

There are 4 focus areas for this grant – the tenets of the Episcopal Church Women, Diocese of Chicago. The applicant’s program must address at least one of the following areas of interest:

- a. Faith
- b. Fellowship
- c. Education
- d. Service

#### **1.2 Candidate Eligibility**

Candidates for this Grant must meet the following criteria:

- a. The candidate must be an Episcopalian women’s organization of the Diocese
- b. There is no restriction on the age of the members of the group
- c. The candidate group must support or be sponsored by a parish which supports the ECW Voluntary Financial Contribution (VFC).
- d. The organization does not have to have officers or use “Episcopal Church Women”

### **1.3 Eligible Activities**

Each \$500 grant is awarded to a parish women's organization which has an ongoing outreach program. The program must have been conceived and initiated by women to be eligible. These programs may include but are not be limited to: after school assistance, food programs, outreach to underserved groups, outreach through any of the Episcopal Charities and Community Services (ECCS) partner agencies or other international organizations supported by the Episcopal Church. The parish or ECW chapter must support the ECW Voluntary Financial Contribution (VFC) to be eligible for this gift.

### **1.4 Ineligible Activities**

The Board will not support a fund-raising effort. We are making this Grant available to existing, ongoing women's programs to honor their work.

### **1.5 Selection Process**

All applications are to be submitted by September 20, 2019 and they will be reviewed by the Grants Committee. Members of the committee will be comprised of members of the current Board of Directors as well as interested ECW members from active ECW chapters. At least one member of the Finance Committee will be a member of the Grants Committee. Applicants will be notified if the required documentation to complete the review is missing or incomplete. Applications will be ranked and the grant will be awarded.

Any additional questions may be forwarded to: [membership@ecwchicago.org](mailto:membership@ecwchicago.org)

## **2.0 Project Information and Application**

### **2.1 Required Information**

- 1. Project Scope and Purpose:** Prepare a detailed written statement describing your project and the need for the project. Please limit your description to 300 words,
  - Describe how your program benefits the group(s) it serves and how your program benefits your parish.
  - How have the women in your parish expressed their commitment to this program?
  - In what ways do the women of your parish or other women assist in this program?
  - Have you shared or do you plan to share the success of this program with other parishes within the Diocese?

2. **Project Cost Estimate:** Submit an estimate of the annual cost of your project. Please indicate additional funding sources.
3. **Time Line:** Describe a typical year's service
4. **Other Information:** Provide other information as necessary to understand the program such as photographs, drawings, letters of support, etc.

## 2.2 Project Application and Submittal

Please submit your printed program description and application form to:

Episcopal Church Women, Diocese of Chicago  
ECW Recognition Grant Program  
St. James Commons  
65 E. Huron Street  
Chicago, IL 60611

Or you may file your application electronically: [membership@ecwchicago.org](mailto:membership@ecwchicago.org).  
Please use a PDF format for your documents.

Your application must:

1. Have numbered pages
2. Be printed on one side only
3. Do not staple the pages together.

**Your application must be received at St. James Commons by midnight, Friday, September 20, 2019. The grant will be announced at the Diocesan Convention and the grant funds will be dispersed by December 31, 2019.**

**Please copy and complete page 6 of this application and include it with your grant narrative.**

### 3.0 Frequently Asked Questions

Q. We don't have an organized ECW, but we do have one (or several) Guilds. Do we qualify?

A. Yes. What is needed is a group of Episcopal Church women who have an outreach program. Your parish (or organization) must also support the ECW through the Voluntary Financial Contribution (VFC) program.

Q. What sort of programs will you consider?

A. We are seeking existing programs which reach into the community, nation or the world. The scope of the program is not important – whether the size of your group is large or small, or you reach out to few or many. We are supporting programs which express our Episcopalian faith as well as provide fellowship, education and/or service. Past recipients have participated in the Blessings in a Backpack program, provided programs of support to Burmese immigrants in their community, supported their local women's abuse shelter with goods and volunteers, and provided personal care items to homeless individuals. These are ongoing programs of value to the community.

Q. How do we apply?

A. Fill out an application and send it in with a description to the address on the application. Additional information can be found on the ECW website: [www.ecwchicago.org](http://www.ecwchicago.org)

Q. How much can we ask for?

A. The ECW Recognition Grant is in the amount of \$500. It is not renewable as it is intended to be a matching grant or seed money rather than outright funding of a program. The ECW Recognition Grant is to honor a parish women's organization's outreach.

Q. When will we be notified?

A. Your application is due September 20, 2019 and you will be contacted before the Diocesan Annual Meeting in November. Funds will be forwarded by December 31, 2019.

**The ECW Recognition Grant  
of the  
ECW Diocesan Board of Chicago  
Application Form**

*We, the Diocese of Chicago, ECW Board of Directors, are putting ourselves and your Legacy Funds at your service because we believe in our mission of being “United in Christ and led by the Holy Spirit to Recognize, Understand and Respond to the Needs of all in an Atmosphere of Healing, Fellowship and Love”.*

**Completed forms are due by September 20, 2019.**

*Episcopal Church Women*, Diocese of Chicago  
ECW Recognition Grant Program  
St. James Commons  
65 E. Huron Street  
Chicago, IL 60611

**Name of Applicant Group** \_\_\_\_\_

**Group Contact/Director** \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

Email address \_\_\_\_\_

**Name of Parish** \_\_\_\_\_

**City** \_\_\_\_\_ **Deanery** \_\_\_\_\_

**Phone** \_\_\_\_\_ **Email** \_\_\_\_\_

**Clergy Contact** \_\_\_\_\_

**Phone** \_\_\_\_\_ **Email** \_\_\_\_\_