

**IMMANUEL PRESBYTERIAN CHURCH**  
**ENDOWMENT SPENDING**  
**INVITATION FOR PROPOSALS – JANUARY 17<sup>TH</sup> 2020**

THE SESSION'S SPECIAL PROJECTS COMMITTEE (SPC) INVITES YOU TO APPLY FOR A GRANT.

**INVITATION FOR PROPOSALS (IFP)**

The Special Projects Committee (SPC) currently is seeking proposals from Immanuel committees, ad hoc groups, members, and friends for Grants from the IPC Endowment to fund projects, programs, and activities.

**Criteria**—To be considered for funding, the project, program, or activity (“Project”) must serve a special need within Immanuel (in reach) *or* community outreach and other benevolences, as required by the IPC Endowment Spending Policy. Proposals must meet a need that is not covered by the church’s annual operating budget.

**Amounts**—The amount currently available for distribution for calendar year 2020 is \$18,165.47, which includes a small carryover from 2019. A minimum of \$4,002.51 of this total amount *must be used* for benevolences (charitable organizations or charitable projects outside of Immanuel). There is no upper limit on how much of the total may be used for benevolences. This means that projects to benefit outside charitable organizations or projects could receive in the aggregate as much as the entire \$18,165.47, but projects to benefit internal Immanuel church needs may receive, in the aggregate, no more than \$14,162.96. The only spending prohibition applicable to these Endowment funds is that they may not be used to cover general operating expenses of the church.

**INVITATION PROCESS**

All church members and friends, *ad hoc* church groups, and church committees (“Applicants”) are eligible to apply for these Grants by following the application process described herein. The expectation is that Applicants will provide a completed proposal on behalf of outside charitable organizations or for an internal church use. Recipients, therefore, could be an outside organization or group such as an outside charitable or community group, an Immanuel church committee or an ad hoc group whose proposal addresses a need that is not covered by the church’s annual operating budget.

**The Application**—The two-page grant Application form is attached to this Invitation. Please feel free to attach additional pages, if necessary, to fully describe your Application. Feel free to submit a video, if you like. The Application form also is available via a link on the IPC website at [www.ipcmclean.org](http://www.ipcmclean.org), via a link in the *Immanuel E-Presence*, in the Narthex, in the Breezeway of the church house, and from the church office.

**The Applicant**—All grant Applicants will be required to sign a Grant Acceptance Agreement whereby the Applicant, not the Recipient, agrees to be responsible for the execution of the awarded Project within the allocated budget before the end of the 2020 calendar year. To that end, the Applicant will be required to provide the SPC with progress updates at the end of June, September and December 2020, including notification that the Project will not be completed by then if that’s the case. These updates

will include: (a) a description of any completed activities, (b) an itemized listing of funds spent to date, and (c) plans, including a timetable and dates, for completion of the project including notification that the Project will not be concluded by the end of calendar 2020.

Applicants should provide contact information so that the SPC can reach them with follow-up questions and requests for clarification.

**The Recipient**—If the proposed recipient of the Grant is an outside organization, please include detailed information regarding the organization, its philanthropic or benevolent mission, its management, senior administrator and contact information. Please also include information regarding the history of the organization and its past interaction, if any, with Immanuel or individual church members. This could include its past receipt of monetary or in-kind gifts from church committees and/or participation by congregants in volunteer projects for the organization. Relationship to the mission of Immanuel is an evaluation factor.

**The Project**—Applicants should provide detailed information about the specific Project that is being proposed to receive the Grant. Please discuss its objective or goal, what need it will fulfil, and how the Grant will fulfill that goal and need. Please describe the timetable and dates in detail and when the funds will be spent. If there is a specific deadline for the Project, be sure and note it. Please be sure to explain or justify the amount of monies being requested.

## **TIMELINE**

All Applications in response to this Invitation for Proposals are due no later than **February 21, 2020 at 5:00 P.M.** No extensions of time will be granted. Proposals will be considered submitted in a timely fashion if they are either emailed to [marjoriefox1968@gmail.com](mailto:marjoriefox1968@gmail.com) or if they are received in the church office—either by USPS or hand delivery—by the above deadline. If additional information or discussions are needed regarding a Proposal, the Applicant will be notified. *The SPC will confirm receipt of each Application; so, if you don't receive confirmation by February 21, please contact a member of the SPC.*

The IPC Special Projects Committee will review all Applications and will make recommendations to the Session for the Session to make the final decision regarding which applications will be granted. The Committee will work as expeditiously as possible. It will submit its recommendations to the Session no later than April 3 in anticipation of the regular April 2020 Session meeting. Funds will be available for distribution during the week following the Session's final decision.

Note: Under the Endowment Spending Policy, the money need not be spent. The Session reserves the right to decline to fund any of the Applications and to decline to spend any of the Endowment funds.

## **ENDOWMENT SPENDING**

To assist you in developing your ideas and your grant requests, here are the Proposals that were funded by the Endowment in 2019:

- **The Yellow Door Foundation (\$4,040).** The Yellow Door Foundation is a non-profit in Charlottesville, Virginia that provides housing for immune-compromised pediatric patients who cannot stay in a communal living situation. The Grant was made to provide vinyl plank

flooring for a two-bedroom condo, and included supplies, carpet removal, and installation of flooring and quarter-round trim. The Executive Director of the Yellow Door Foundation is JoAnne McTague, daughter of former IPC member Mike Orend, and adoptive mother of two Dreamers.

- **Pathway Homes (\$1,500).** Pathway Homes, Inc. is a non-profit providing non-time-limited housing and supportive services to 600+ adults with serious mental illness and co-occurring disabilities in Northern Virginia. Founded in 1980, Pathways works closely with FACETS to transition homeless clients into the Pathway Homes housing program. The Grant funded 10 Welcome Kits (filled with basic household and nonperishable food items) to be given to previously homeless people who will be given their first homes. Anna Smith is the Director of Development. IPC member Marjorie Fox supports this organization.
- **IPC Pathways (\$320).** IPC Pathways is a career exploration program. It is designed to benefit youth and young adults—called seekers—who have a connection to Immanuel whether or not they are members. Its mission is to foster informed vocation choices by promoting career exploration programs for youth. It has been operated since fall 2017 at Immanuel by The Harraseeket Foundation which was co-founded by IPC member Steve Parker. The Grant was made to pay for refreshments and a speaker honorarium for a vocation fair that was held in 2019.
- **Kenya Education Fund (\$3,000).** The Kenya Education Fund is a non-profit that provides disadvantaged students in Kenya and their schools with support and educational resources. The Grant funds a four-year scholarship for one Kenyan student. The Application included plans for developing a bond between the sponsored student and IPC youth. Anne Evans, an IPC member, and Kathleen Browning, a former IPC member, were involved in the original organization that has morphed into this Fund. Anne is still actively engaged with it.
- **Five Talents (\$1,630).** Five Talents assists churches in serving the world's poorest populations through economic empowerment. The organization helps the poor develop their own businesses through training, and access to community loans and savings programs. The Grant purchased two laptop computers that will assist program trainers with their daily work, communications, and activities in Bolivia, Myanmar, or South Sudan. IPC member Kim Pacala is the Vice-Chair of Five Talents' U.S. Board of Directors.
- **Boy Scout Troop 128, Eagle Scout Ethan Carlisle (\$806).** Ethan Carlisle worked with Lemon Road Elementary School to improve two interior courtyard learning spaces by cleaning up the courtyards, mulching them, and making and installing three benches. This Project was funded in 2018, but did not go forward because of changes in personnel at the Lemon Road School that impacted the Project. It was completed in 2019.
- **ArtStream (\$1,210).** ArtStream is a non-profit that operates an all-inclusive theater in Alexandria for adults with intellectual and developmental disabilities including autism. The Grant provided funds for sign interpreters for its 2019-2020 productions. Abby Madden, who participates in the IPC Evening Service, works with ArtStream.

- **The IPC Children’s Ministry Team (\$600).** The Grant funded the Children’s Talents Program where individual children used the grant money in ways that served others, by expanding their seed money, and then donating all of the resulting monies to the charity of their choosing. This Project had been previously run—successfully—by the Children’s Ministry. Immanuel member Pat Gleason was in charge of this Project.

In 2020 the Endowment has \$18,165.47 available for grant-making, an increase of ~\$5,000 over 2019!

**IMPORTANT NOTE (THE FINE PRINT)**—Please note that all Applicants whose Applications are selected to receive a Grant, will be required to sign a Grant Acceptance Agreement whereby the Applicant agrees to be responsible for the spending of these grant funds and to report on the spending to the SPC.

## **Questions about the IFP or Application? Please Contact a Member of the SPC**

**Marjorie Fox, Chair**

**703-505-0701**

[marjoriefox1968@gmail.com](mailto:marjoriefox1968@gmail.com)

**Alan Bagden**

**703-505-1726**

[abagden@yahoo.com](mailto:abagden@yahoo.com)

**Mac Henderson**

**703-298-0892**

[mac.henderson@aol.com](mailto:mac.henderson@aol.com)

**APPLICATION FOR 2020 GRANTS FROM THE IPC ENDOWMENT**  
**DEADLINE: MUST BE RECEIVED BY 5:00 P.M. ON FEBRUARY 21, 2020**

**Proposed Grant Recipient:** \_\_\_\_\_

**Description of Proposal:**

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**Projected timetable for Implementation:** \_\_\_\_\_

**Amount Sought and Specific Application of Funds:**

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**Information Regarding the Recipient (if *not* IPC):**

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**History of Recipient (if *not* IPC) with IPC:**

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**Applicant Submitting Proposal:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

***Questions about the IFP or Application? Please Contact a Member of the SPC***

Marjorie Fox, Chair  
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