

**St. Philip Presbyterian Church, Houston TX  
Central Mission Endowment Fund**

**Grant Guidelines, 2017**

*Bearing witness to the gospel of Jesus Christ, St. Philip Presbyterian Church is a diverse and welcoming community seeking to glorify God and engage the world with open minds, willing hands, and generous hearts. Responding to God's grace, we nurture faith through worship and preaching, teaching and learning, reaching out in service and fellowship, and working toward justice and peace. Grounded in our heritage while looking forward with hope, we believe God gathers us all, uniting us in love to further God's kingdom in our midst.*

--Mission Statement of St. Philip Presbyterian Church

The St. Philip Presbyterian Church Central Mission Endowment Fund (CMEF) seeks to fulfill the mission of the church by investing in programs or projects with the potential to make a meaningful difference in the Houston community and beyond. A portion of the funds from the CMEF is distributed via a grants cycle as described in these guidelines. Application forms are available on request.

**Grant Application Deadlines and Process for 2017**

<b>Application Deadline</b>	<b>Applicants Notified By</b>	<b>Funds Disbursed By</b>
		<b>2 weeks after signed Award Agreement received</b>

The CMEF Council, with support from other St. Philip Presbyterian Church members and staff, evaluates all applications. Council members or their designees may conduct a site visit or conference call for applicants.

Successful applicants must sign and return an **Award Agreement** prior to the payment of the grants. Recipients of CMEF grants must later submit a **Report on Grant Usage**, due within one year of receipt of the funds, to explain how the grant was used.

**Grant Criteria**

- The CMEF has particular care for the marginalized or vulnerable and those suffering from economic and social inequality or injustice; the Council favors programs that address one or more of the following:
  - education
  - hunger
  - poverty
  - children and youth
  - the elderly

- We will fund new projects/programs or changes to existing ones if it can be shown that such change will enhance the overall impact of the program.
- No single set of criteria could apply to all applications, but the Council will look for evidence of the following in evaluating applications:
  - The promise of transformational impact
  - A clearly identified need
  - A well-defined mission that relates directly to programs and activities
  - Target outcomes that are well defined
  - Financial accountability and careful program evaluation
  - A qualified staff and responsible Board of Directors
- The CMEF Council may give priority consideration to projects/programs that:
  - Serve the greater Houston area
  - Show collaboration/partnership with other organizations to increase effectiveness, reduce costs, and avoid duplication
  - Impact other mission partners and ministries of St. Philip Presbyterian Church, New Covenant Presbytery, or the Presbyterian Church (USA)
  - Have a capacity to involve volunteers from St. Philip
- Grant recipients must be non-profit (501(c)3) entities whose mission is compatible with that of St. Philip Presbyterian Church
- Multi-year grants may be considered on a case-by-case basis.

For any questions, or to request a grant application form, please contact the CMEF Council at [cmef@saintphilip.net](mailto:cmef@saintphilip.net) or the mailing address below:

**St. Philip Presbyterian Church**  
**Attn: CMEF Council**  
**4807 San Felipe**  
**Houston, TX 77056**