

# The Technology Fund Grant Application

The purpose of the grant is to provide limited support for Information Technology to enable access, enlarge our options for mission, education, and program needs.

Name of Church: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Project Contact: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Describe the project:

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A site survey can help you develop and standardize your project. The individuals on the CATT team can work with you. Find them on the [Grants page](#). Submit your project to: [office@cascarespresbytery.org](mailto:office@cascarespresbytery.org)

Please explore your project vision with us and share your responses to the following questions in a separate letter. This is meant to assist our understanding of your environment and to assist your developing a successful outcome.

1. How will the completion of this technology project enhance, expand or make more effective the ministry and mission of your church / organization?
2. How do you connect to the internet?
3. Talk about the technology team who will setup, monitor, secure, maintain and train operators.
4. Describe your training plan for an evolving team to support and use the technology.
5. Do you envision needed improvements to your church to support your project?
6. What is the total cost of the project? (Maximum grant is \$4,000 and the church will be responsible for at least 10% of the project cost.) \$ \_\_\_\_\_
7. What grant amount are you requesting toward the total cost of your project? \_\_\_\_\_
8. What are the estimated beginning and completion dates for the project?

Start \_\_\_\_\_ Finish \_\_\_\_\_

Please attach any expanded project descriptions, estimates, or proposals on this project with this application.

## **CHURCH SESSION REQUEST**

On \_\_\_\_\_, 20\_\_\_\_, the Session of \_\_\_\_\_ Church of \_\_\_\_\_ (City/State), on behalf of the congregation, and subject to the approval of Presbytery of the Cascades - Communication and Technology Team (CATT), VOTED to apply for a Technology Grant.

\_\_\_\_\_  
Clerk of Session Date

# Technology Grant Application

## Information and Application Requirements

*Please include this signed form with application*

Funding support for developing technologies is available to churches in the Cascades Presbytery. As funding is limited, applications will be reviewed carefully for conformance with these instructions.

### SCOPE

Examples of projects that are eligible include the assistance with the purchase of hardware and software to enable teams of trained personnel to acquire, maintain and deliver technology services. The maximum amount of grant monies available for any one project is limited to \$4,000 and the church must fund at least 10% of the total cost as well as plan for project sustainment.

### PROCEDURE

It is important to have key foundational elements in order to be successful. The questions we are asking are intended to acquaint you with these are help you build a successful program.

### SUBMITTAL

Original applications for Technology Grants must be received by the Cascades Presbytery's Portland Office and will be then reviewed by the CATT Team.

**PRIORITIES FOR AWARDING GRANTS** The following criteria will be considered in establishing eligibility and priority for awarding grants:

- a. Congregations having physical infrastructure, policies and reasonable expectation of success.
- b. Congregations with an expectation of trained operators.
- c. Congregations with realistic operational plans for technology assets.

### CONDITIONS OF APPROVAL

Approval is dependent on the assessment of realistic success and sustainability of a church's plan.

### RELATED INFORMATION

#### 1. City/County application

Some congregations will need to have electrical work completed to provide clean power. Congregations will need to be able to secure and protect hardware from unauthorized use. Congregations will need to have policies considering identify theft and inappropriate use.

#### 2. Contractor

Include copies of estimates or bids received from contractors relevant to the described projects. Request that the contractor submit cost for this project separately if part of a larger project estimate or bid.

#### 3. Supporting Materials

Attach supplemental information that explains the nature of the project, including photographs, congregation's financial ability to help with completion, or other relevant information useful in evaluating this project.

I acknowledge reading and understanding these instructions:

Signature: \_\_\_\_\_  
Teaching Elder  or Clerk of Session

*Please include this form with application*