

Envision Fund Application – 2021

External Applicants

Proposal Title: _____

Applicant Information

If you are applying on behalf of an External Organization, select one individual to be the point of contact.

Applicant or Point of Contact Name: _____

On Behalf of External Organization:

Phone Number: _____

E-Mail Address: _____

Mailing Address: _____

Application Submission

The deadline for submitting an application is [1 September 2021](#).

Electronic submissions are preferred. Email the completed application and any supporting documents to: envision_fund@catonsvillepresb.org.

Applications may also be mailed to:
The Envision Board
Catonsville Presbyterian Church
1400 Frederick Road
Catonsville, Maryland 21228



Application Notes

- Please complete the application as thoroughly as possible. Incomplete applications may be returned to the applicant.
- For information on the evaluation criteria please visit our website: <http://www.catonsvillepresb.org/envision.htm>.
- If additional space is needed, please attach additional pages and indicate to which question the response applies.

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Alignment with Envision Fund Goals

This section defines how the project aligns with the goals established for the Envision Fund.

Categories served by the project (check all that apply):

- Ministry Development: To identify new or expanded ministry areas for a congregation or congregations
- Service: Local, national, or international humanitarian activities
- Social Justice Advocacy: Work for social change to remove obstacles for all people

Project is intended to primarily serve which population:

- Local
- National
- International

Project represents which type of activity:

- New initiative
- Expanded, updated, or changed initiative

Project Details

Project Narrative

Describe your vision of the project. Include additional information or ideas about the project or organization. Include attachments, plans, brochures or samples.

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Project Need

Provide relevant historical information and description of ongoing need. Consider the following questions in your response: How is the project responsive to God’s call? Why is the project important to you? How does the project provide a long-term solution to a problem?

Population Served

Who will benefit from the project?

Project Goals and Evaluation Criteria

How will you measure and report on the project’s success? Please note: You will be expected to report on the progress of the project to the Envision Board at regular intervals.

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Funding Details

Project Funds Requested by Year

For single-year funding request, enter just Year 1. For multi-year, enter amount under each year.

Year 1 Request	Year 2 Request	Year 3 Request
\$	\$	\$

Total Funds Requested (*Sum of year 1, 2, and 3 requests*): \$ _____

Complete the following to discuss partial funding options.

If the Envision Fund is unable to meet the full funding request, is there a lesser amount that would still allow for the project to proceed? (*Select one of these three options*):

Yes - Any funding amount will be gratefully received. *Describe plans for securing additional funding:*

Yes - The project can proceed, but with a reduced scope. *Provide details below along with reduced funding profile:*

Year 1 Reduced Request	Year 2 Reduced Request	Year 3 Reduced Request
\$	\$	\$

No - The project cannot proceed in any meaningful way without full funding from the Envision Fund.

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Detailed Timeline

Provide a milestone schedule for the project including progress reports to the Envision Board at least every six months.

Milestone Activity	Planned Completion Date

Budget and Timeline Narrative

Provide a narrative description of your timeline and budget. Indicate how costs were estimated (e.g., best guess, market research, or vendor quote). Attach any quotes to the application.

Other Project Logistics

Other Resources Required

Do you anticipate CPC members being involved in the project? If yes, please discuss.

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Are any CPC facilities required for the project? If yes, please discuss.

List any necessary resources on which the project relies but for which you do not require Envision monies (e.g., donated items).

Concerns and Mitigations

List any factors you have considered that may hinder completion of the project and what you plan to do to mitigate those risks

Outside Organization Information

Organization Name: _____

*Outside organizations seeking Envision monies must have a CPC sponsor. **The CPC sponsor must also submit the Sponsor Questionnaire which is available on the website.***

Sponsoring CPC Committee, Member, or Staff: _____

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Description of Outside Organization

Provide a brief description of the organization. You may include a website for more information.

Why do you believe the Envision Fund is the right source of funding for the project?

Has the organization received funds from any CPC source in the past? If yes, provide details.