



July 10, 2023

Greetings Friends in Christ:

We are pleased to offer you the opportunity to apply for monies available from unassigned General Assembly Mission Restricted Funds. These funds were created in past years by the gifts of individual Presbyterians or small groups such as Presbyterian Women's groups. All sessions, presbyteries, and synods are receiving this information so that they may apply to have specific funds granted to them for mission efforts that fulfill the donor's intent.

The application process traditionally opens annually in early March. Due to a transition in the administration of the grant program, the process in 2023 is opening in July. We apologize for any inconvenience this delay causes for sessions and mid councils this year. We fully intend to be back on schedule in 2024. The adjusted deadline for synods and General Assembly Entities to submit grant applications to the Presbyterian Mission Agency is **November 1, 2023**. Final applicants will be notified of application status in December 2023.

Enclosed with this letter are the following: (1) the list of restricted funds available for 2023 (on the reverse side of this letter), and (2) the application and supplement forms.

Please read the instructions carefully before completing the application form. You may review, download, and print the instructions and application on the Presbyterian Church (U.S.A.) Mission Budget and Financials website: <https://www.presbyterianmission.org/who-we-are/financials/>. The site also includes Grant Application Instructions and Guidelines, frequently asked questions (FAQs), an informative list of unassigned funds available, fillable versions of the application and the supplementary form. Applicants requesting \$10,000 or more **must** complete and include the supplementary form. Applications may not exceed the total amount available for each restricted fund.

The application must be typed (minimum 10-point font) to fit all information within the application form (four 8½- by 11-inch sheets of paper). Excess information (e.g., brochures, photographs, etc.) will not be reviewed. While these requirements may seem rigid, they are necessary in order to manage the volume of applications received and limit the printing costs incurred throughout the review process. Thank you for taking care to honor these guidelines.

Please note that approval at each mid council level is only one step in the process and does not guarantee approval. Each presbytery can submit only **one application per fund** to their synod; likewise, each synod can submit only **one application per fund**.

Noteworthy due dates include:

- September 1, 2023 – Session applications must be sent to the presbytery of jurisdiction
- October 1, 2023 – Applications with presbytery endorsement must be sent to the synod of jurisdiction
- November 1, 2023 – Applications with synod endorsement must be postmarked/sent

For questions, please contact Catherine Reuning at (888) 728-7228, ext. 5732 or catherine.reuning@pcusa.org.

Sincerely,

Barry Creech
Deputy Executive Director for Administration

Catherine Reuning
2023 Project Manager for Unassigned GA Mission Funds

Enclosures:

- List of Restricted Funds (2023)
- Application & Supplemental Forms