

**DUBLIN COMMUNITY CHURCH FOUNDATION**  
**Information for Grant Applications**  
**Unrestricted or Restricted Funds**  
**2023**

Dublin Community Church Foundation (“DCCF”) is pleased to announce the process for applying for a grant from restricted or unrestricted funds from the DCCF in 2023. Any project supporting the missions of the Dublin Community Church (“DCC”) Music Activities (Restricted Funds) or DCC Women’s Ministry (Restricted Funds) is eligible for consideration as well as any project that supports any other mission of the Dublin Community Church (Unrestricted Funds).

**There are 2 categories of Restricted grants and one Unrestricted category for grants in 2023:**

- 1) A grant from the Music restricted funds for up to **\$450** which shall be used for Music Activities of DCC.
- 2) A grant from the Women’s Ministry restricted funds for up to **\$400** which shall be used for Women’s Ministry Activities of DCC.
- 3) Grants from unrestricted funds are limited, in total, to **\$2,500** and may be used to support any mission of the Dublin Community Church.

**Requirements for Application:**

- 1) Grant requests may be submitted by (a) the DCC Council, (b) the standing committees of DCC Council, (c) groups closely affiliated with DCC or (d) members of DCC.
- 2) The grant application must be completed and submitted to the church office or via email to [dccf1978@gmail.com](mailto:dccf1978@gmail.com) no later than **May 31, 2023**. The application should be complete when submitted, and pictures and illustrations or other information concerning the grant request may be included. Incomplete applications might not be considered.
- 3) All grants will be finally determined by the Trustees of the DCCF. DCCF’s approval of any grant request shall be conditioned on DCC Council approving the DCC’s use of such grant funds for the specific purpose described in the applicable grant application. A member of the DCCF Board of Trustees will request such approval at a meeting of the DCC Council. The awarding of 2023 grants will be made no later than **June 30, 2023**.
- 4) After grants are approved by the DCCF Trustees and by DCC Council, funds from DCCF will be disbursed to the Treasurer of the DCC who will be provided with appropriate information concerning the approved grant and any applicable restrictions on the use of such funds. Funds shall be used only for the specific purpose described in the applicable grant request.
- 5) Upon the earlier of December 15 or the date of completion of any project funded in whole or in part by a DCCF grant, DCC shall provide to the DCCF an interim or final report (as the case may be) written by the grantee, and approved by the Moderator, applicable committee chairperson, or other authorized representative of DCC concerning the project. The report shall include a detailed schedule of all grant funds expended to date (including copies of receipts), the use of such funds, and the status of the project.
- 6) In addition, the grant applicant or any other authorized representative of DCC shall promptly notify the DCCF in writing of any change in the circumstances, status or completion of each project which received funding from the DCCF, which is likely to result in the project not being pursued or completed so that any unused grant funds can be remitted to the DCCF. Each grant application shall identify the person who will be responsible for submitting all required reports to the DCCF.

**DUBLIN COMMUNITY CHURCH FOUNDATION**  
**Application for Grant of Unrestricted or Restricted Funds**  
**Please Submit by May 31, 2023**

Name of Applicant \_\_\_\_\_

Describe relationship or affiliation with Dublin Community Church (“DCC”) \_\_\_\_\_

Address \_\_\_\_\_

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

Title for Grant Request (e.g. Funds for Flag Poles) \_\_\_\_\_

Which grant are you seeking? \_\_\_\_ Music Restricted \_\_\_\_ Women’s Ministry Restricted \_\_\_\_ Unrestricted

Amount of Grant Request? (May be less than maximum amount specified on Information Page)\$ \_\_\_\_\_

The following questions must be answered. Answers should be included on extra pages or spreadsheets.  
Illustrations and pictures are appropriate and welcome! Incomplete applications might not be considered.

- 1) Explain your project and include a detailed description of how grant funds will be used.
- 2) What is the timeline for your project? Beginning Date \_\_\_\_\_ End Date \_\_\_\_\_
- 3) Are you aware of any circumstances that might change these dates? If so, please explain.
- 4) Itemize costs for each part of the project and total the itemized expenses.
- 5) What do you see as the major benefit(s) to DCC from your project? Which church mission will benefit?
- 6) Who will monitor the progress of the project?
- 7) Who will write the report for your project?

**PLEASE RETURN COMPLETED APPLICATION (IN ENVELOPE) TO THE CHURCH OFFICE**  
**OR SEND TO [dccf1978@gmail.com](mailto:dccf1978@gmail.com).**  
**All questions should be sent to [dccf1978@gmail.com](mailto:dccf1978@gmail.com)**