

Background—The Permanent Fund Ministry Team of First Presbyterian Church

The Permanent Fund Ministry (PFM) team of First Presbyterian Church of Houston (FPC) is responsible for the stewardship of the Church's endowed funds. The PFM team prayerfully makes decisions about how best to administer the gift people have given to our church, being careful to honor the guidelines that accompany any of these gifts. The PFM team is a Ministry team under the Operations committee of the Session and therefore operates in accordance with policies established by the Session. The PFM team oversees the investment and administration of the Church's endowment funds and donates the real earnings therefrom to worthy causes. More specifically, the PFM team directs the investment of all funds received as endowments, overseeing fund account maintenance, awarding funds to undergraduate college and seminary students, and granting funds to organizations engaged in Christian endeavors, particularly to organizations that meet human needs. To accomplish its mission, the PFM team operates much like a foundation.

Information Regarding Grants

Applicants for grants must complete the [Application for Grant](#) (on the following page) by August 1 for fall and February 1 for spring and submit with Financial statements and/or Balance sheet. Please note: **Grants will not normally be made to cover operating expenses but will only be made only for special projects or capital needs.**

The following will be considered in making grant decisions:

- Highest priority given to FPC-sponsored projects;
- Next priority given to Christian causes and institutions outside FPC that have effective participation and input from members of FPC;
- Next priority given to Presbyterian causes; and
- Next priority given to Christian causes and Christian institutions outside the church that do Godly work in society.

Grants will be awarded at least twice annually following the application deadline dates stated above. PFM Team will consider time-sensitive grant requests, which due to their nature cannot hold to the deadline stated above.

Name of Organization/Ministry _____

Primary contact person _____

Street Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____

Website: _____

E-mail _____

501c(3) Organization? Yes No

Organization's Mission/Purpose:

Purpose of Grant: Capital Specific Project

Description of Request:

FPC Ministry Contact Person: _____

Connection to FPC (please describe):

Amount requested \$ _____

Funds will be expended between _____ and _____ (mo/yr)

Geographic area served _____ Number of clients _____

Return completed grant applications to:

First Presbyterian Church of Houston

5300 Main Street

Houston, TX 77004400

Attn: Andrew Stepp/Erin Varnell

For Office Use Only:

Received: _____

By: _____