



Presbytery of Charlotte

5700 Executive Center Drive, Suite 200

Charlotte, NC 28212-8833

704/535-9999 or 800/926-1537 Fax: 704/537-3476

www.presbyofcharlotte.org

TO: Pastors and Clerks of Session in Churches with Membership of 200 or less

FROM: Millie Snyder, Moderator
Church Development Committee

DATE: April 5, 2010

RE: 2010 Hamilton Fund Grants

On behalf of the Church Development Committee, I invite you to apply for a 2010 Hamilton Fund Grant.

In 1980, Mrs. George Hamilton gave her home to Mecklenburg Presbytery that it might be sold and the interest from the investment used for the small churches of the presbytery. Mrs. Hamilton died in 1986, and memorial contributions were added to the principal of the fund. We are grateful for the life of Mrs. Hamilton and for her generosity. It is now our responsibility to use these funds wisely to support the ministries of our churches. **Each church in our presbytery with 200 members or less is eligible to apply** for a Hamilton Fund grant.

We hope your officers will seek the use of these funds to assist in new projects or programs that could not be included in the annual budget of your church. However, due to the amount available for distribution and the volume of requests, we urge you to **keep your request below \$500**, unless there are special circumstances to warrant a larger amount. These funds are not to be used for programs and/or projects which the Hamilton Fund would be expected to continually underwrite each year. These funds are designated for **one-time funding**, and any program/project not completed by November 30, 2010 will be canceled and the church will be ineligible for consideration until next year.

Enclosed you will find the details for **submitting an application form**. To be considered for funding in 2010, your request must be returned to: The Presbytery of Charlotte, c/o Warren Lesane, 5700 Executive Center Drive, Suite 200, Charlotte, NC 28212-8801, no later than June 1, 2010. The Church Development Committee will then recommend the approval of the 2010 grants to the Council and then to the Presbytery at its July meeting. Applications from **congregations that fulfill their PC(USA) commitments** as part of a connectional denomination (such as attending presbytery meetings, submitting annual statistical reports, and submitting sessional records for review) will be **given priority** over applications from congregations that do not honor these commitments.

**PRESBYTERY OF CHARLOTTE
APPLICATION FORM TO REQUEST HAMILTON FUNDS**

1. Church name, address and telephone number.
2. A) Name of person submitting request.
B) Name of contact person, address and telephone number.
3. Date of approval by Session for request.
4. A) Describe nature of program/project for this grant.
B) How will this benefit your church ministry?
5. A) Total cost of program/project.
B) Amount you are requesting.
6. How will remainder of cost be secured for this program/project?
7. A) **MINIMUM OF 3 BIDS** ON THE COST OF THIS PROGRAM/PROJECT
B) **SECURE ALL BIDS BASED ON THE SAME SPECIFICATIONS.** PLEASE ATTACH TO YOUR APPLICATION.
C) IF YOU NEED SUGGESTIONS OF CONTRACTORS, PLEASE CONSULT YOUR YELLOW PAGES OR CALL ME.
8. Submit blueprints or professional sketch if this is a building project.
9. Attach budgets for 2009 and 2010, end of the year treasurer's report for 2009 and current 2010 report.
10. A) List of treasuries in the church (e.g. Presbyterian Women, Men, Flower Fund, etc.)
B) Define purpose of each treasury listed above.
C) Balance in each treasury at the end of 2008 and current balance in each one.
11. A) Does your church have any endowment funds or bequests?
B) If yes, how much and purpose of these funds.
12. A) Do you currently have any indebtedness?
C) If yes, how much and time frame debt will be paid off.

Continued - over

13. When will program/project begin and end (completed)?
14. Programs/projects **not** completed by November 30, 2010 are canceled and church is ineligible for consideration for this grant the next year.
15. Funds will not be distributed until a valid receipt for payment of completed project or a notification that work is in progress and a signed contract is submitted. Such statements, receipts or contracts should be sent to Warren Lesane at the Presbytery of Charlotte for approval for payment.

*Please use separate sheets of paper to complete this form,
then attach to this cover sheet.*

(DEADLINE – June 1, 2010)

Mailed completed application to:

Attention: Warren Lesane, Jr.
Presbytery of Charlotte
5700 Executive Center Drive, Suite 200
Charlotte, NC 28212-8801