

**Presbytery of San Francisco**  
**Allocation of Funds for New Mission Work through Regional Missional Partnerships**  
**Approval Criteria for Allocating Fund 2 monies within East Bay Region**  
(Edited, August, 2018 by subcommittee of the East Bay Region of the San Francisco Presbytery)

“For I assure you that when you have done it for one of the least of these brothers and sisters of mine, you have done it for me.” Matthew 25:40

“Love each other like the members of your family.” Romans 12:10

It is then from a place of faith that we are called to care for and serve one another as brothers and sisters that we set down these criteria for determining the best use of resources for the East Bay Presbytery regional group when congregations apply for mission funding from the Presbytery. While the mission programs or projects<sup>1</sup> that our congregations may wish to support are not required to be Christian organizations, we hope that these faith values will guide and determine which programs/projects Presbytery can most effectively support to have the greatest beneficial impact:

1. Programs/projects eligible for funding must provide help in at least one of the following ways:
  - a. Provide needed housing/transitional housing within a reasonable timeframe
  - b. Help to lessen housing vulnerability
  - c. Help people to obtain more permanent housing
  - d. Serve the economically challenged in educational or life-changing ways.
2. Programs or projects eligible for funding should be such that a one-time grant from the Presbytery should either make the difference in whether a program can proceed, or otherwise provide significant one-time help; or be a project with a specific goal to be achieved with these funds.
3. The East Bay Region of Presbytery will prioritize programs/projects that allow direct participation from members of our congregations; i.e., more than just the giving of funds. The volunteer and service opportunities should involve more than one of our congregations (ideally three or more), allowing our congregants to interact with each other and providing opportunities for ongoing service and volunteering by our congregants.
4. Awarding funds to a program or project managed by multiple East Bay Region Presbyterian churches takes priority over awarding funds to programs or projects managed by other organizations. While new start up organizations will be considered, organizations that have a proven track record of good management and success will be ranked higher in priority for receiving funds.

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<sup>1</sup> We define “programs” to be on-going, long term groups that serve the homeless or the housing vulnerable. We define “projects” as shorter term plans with goals that, once met, will end or finalize the project.

5. Administrative clarity and accountability:
  - a. The program/project should evidence long term stability and sustainability.
  - b. The program/project should be run by qualified leaders, with a documented successful track record.
  - c. The program/project must evidence financial accountability and transparency.
6. We envision a four stage program/project implementation and funding cycle:
  - a. Stage One: proposal submission and determination of approval of funds.
    - i. For programs already in existence, this will also involve securing information about the overseeing of programs/projects, accountability strategies for funds used, and communication plans by program/project staff to East Bay Area Region of the Presbytery for how funds were used.
    - ii. If the proposal and request for funds is for a new program or project, stage one will also involve confirmation that management resources and appropriate staff are in place to oversee and report fund use in a timely and accurate manner.
  - b. Stage two: Funding of programs or projects.
  - c. Stage three: Mid-course evaluation of success of grant use towards proposed goals.
  - d. Stage four: Final reporting from programs/projects to Presbytery, evaluation and wind-down.
7. Attached to this document is a form for applying for the grant money, as well as a sheet detailing the process which will determine which programs/projects received grant money.
8. Grant success will be evaluated based on the following:
  - a. The goals set forth in the grant proposal
  - b. Our goals as listed in number 1 above
  - c. On-going sustainability of program or project
  - d. Continued ability for congregational involvement in program or project
9. Encumbrances and other Special Circumstances: In addition to the other requirements and procedures listed above for grants made by the Region, for any property encumbrances the PCUSA requires the written permission of Presbytery. These can include liens, long term leases, rights-of-way, deeds-of-trust for loans, deed restrictions of any kind, and certain contracts for property development. Some or all of these conditions come into play when housing is constructed on a church site. In addition, it is the previously approved policy of the Presbytery that all construction projects which are funded with borrowing or with pledges against property equity have a professional construction manager engaged as a part of the project planning and funding. FPOC can guide applicants as well as the Regional Partnership Management Team through the approval process. Consideration of the time needed to get said approval should be put into planning.