

Trinity Fund Application for Mission and New Ministries

To honour the legacy of the former Trinity Presbyterian Church, the Presbytery of Calgary-Macleod has established the “Trinity Fund for Mission Initiatives”. It was merged with the existing “Fund for New Ministry Initiatives”. The grants are funded by the interest generated from these combined assets. *They are intended to encourage congregations to be more engaged with the communities they serve.*

Annual grant deadlines are on April 15 and October 15 of each year. Grants will be evaluated by an adjudicating subcommittee of the Mission Care and Resource Committee (MCRC) with recommendations given for approval to the Presbytery of Calgary-Macleod.

There are two grants available. The first is for *smaller projects* (small capital projects or equipment needed for missional ministry), with a maximum of \$10,000 available, and no need for follow-up funding in subsequent years anticipated. These are single-year grants for missional projects that align with the terms of reference for the Trinity Grant.

The second grant is for *larger, more experimental missional projects*, with a maximum of \$30,000 per year. They are undertaken with the understanding that relationships take time to build, and that time is often required to determine if there are sufficient resources (people, space, energy, funding) available for continuation. Follow-up grants may be needed in subsequent years, and these applications are encouraged, with the understanding that there is no guarantee of future funding. Each year’s application will be considered for the stage the experimental missional project it is in, and for what funding is needed in each calendar year. There is a maximum of 2 follow-up applications allowed for the same project (i.e. maximum 3 years of funding for an experimental missional project).

Trinity Fund Grant - Small Grant Form

Maximum Request \$10,000

Important Dates and Information	
Application Deadlines	April 15 and October 15
Email Application and Questions to	missioncare@calgarymacleod.ca
Tentative Notification Time	40 days after the deadline

ADMINISTRATIVE DETAILS

Submission Date:

Congregation Name:

Church Name:

Applicant's Name:

Email:

Phone Number:

Address:

Project Name:

Location of Project:

Cheque Payable to:

Charitable Status/BN Registration Number:

Has your session approved the full application as written below:

Amount requested:

Format Instructions: Application responses should use a 10-12 point font, no smaller than 1" margins and single-line spacing. **Please use the questions as "headings" for your responses.** Applications should be emailed back in either **DOCX or ODT**. Budget information should be submitted as an attachment in a **DOCX, PDF or XLSX** formatted file. Be mindful of the page limits.

DESIGN

Total section maximum length - one page

This Summary section will serve as a public description and summary of submitted projects. The summary should include the following:

- Project title
- Purpose or goal of the project
- Who is it intended to benefit?
- What factors led to the development of this idea?
- Does it build on previous work, or is it a new venture?

ALIGNMENT

Total section maximum length - two pages

Please explain how the proposed initiative aligns with the terms of reference for the Trinity Grant for Mission and New Ministries. These should include

- How does this proposed initiative align with the terms of reference for the Trinity Fund for Mission and New Initiatives? For example, how will the proposed equipment purchase facilitate the missional efforts of the congregation?
- Describe how this project will further the Christian faith of the people involved.

FEASIBILITY AND BUDGET

Total section maximum length - one page, not including budget (Attach budget separately)

- Proposed Start Date of Project (month/year):
- Proposed End Date of Project (month/year):
- Proposed timeline of the Project:
- Please list any external partners involved in the project.

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- Can the project be completed with the requested funds? If not, what is the plan for the completion of the project?
- Approximately how many volunteers will the project require? Can the project be implemented if there are not the number desired? How many volunteers are confirmed at this time?
- **Budget (attached separately)**
Please include the project budget in a separate document listing (xlsx, ods or pdf format):

Revenue

- dollars requested in this application
- financial contributions from other sources (granting organizations, businesses, the congregation, individuals)
 - Are the financial contributions from other sources confirmed or, if not, when will confirmation be received?
- projected ticket or item sales or participant donations in-kind contributions
- other

Expenses

- project costs or quotes for equipment or materials
- professional fees or personnel costs
- communication and promotion
- other

LEARNING AND IMPACT

Total section maximum length - one page

- Please describe how you will measure the success of the project (both qualitative and quantitative). These should include:
 - What are the specific achievements you envision as the result of the project?
 - What community relationships do you hope to foster? What community engagement do you hope will continue beyond the length of the project?
 - How will this project encourage leadership development within your congregation?
- In what ways will the results of this project be shared with the wider church? At a minimum, a report to Presbytery will need to be submitted. Please refer to the Trinity Fund Grant - Final Report Template.
- Please provide any other thoughts about your project's impact.

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SIGNATURES AND ACKNOWLEDGEMENTS

Please have the following people date and sign this application:

- Project Coordinator
- Clerk of Session
- Presbytery Representative for your congregation