



PNWD CHALICE LIGHTER
GROWTH TECHNOLOGY INITIATIVE
Spring 2019
DESCRIPTION AND APPLICATION

Description of Opportunity: Congregations are increasingly dependent upon technology to assure a vibrant worship experience that everyone can hear and see. Many congregations post elements of their services for congregants who cannot attend in person. In addition, webinars and videoconferencing are now nearly essential to accomplish effective education and communication. If a modest amount of external support would enable your congregation to meet such needs, this opportunity may be for you.

Maximum request: \$4,000 per congregation. Smaller requests will be considered at a higher priority. Matching funds from other sources will also boost priority. Not all proposers will receive funding. Awards are expected to be announced and checks mailed by August 16th.

Date proposals are due: JUNE 27th

What can be requested? Ask for what you need. Past technology grants have funded microphones, speakers, web conferencing equipment, video screens, projectors, assisted listening devices, and more. Previous calls devoted to Tech Grants led to 19 grants of up to \$4,000 in 2013, 2015, and 2017, and revealed that significant unmet need remains, particularly for larger grants. You *do* need to determine what you need and price the full system. Chalice Lighters will *not* pay for computers or for any ongoing operational expenses.

Qualifications and Obligations: Chalice Lighter grantees must achieve and maintain:

- *By the time proposals are due:* at least 30% of currently certified membership enrolled in and contributing to the Chalice Lighter program: If your application is accepted, the congregation pledges to use its best efforts to meet this requirement for at least the next three years.
- Honor Congregation status with the PNWD and UUA: The congregation pledges to maintain that status for at least the next three years.
- Your congregation's Chalice Lighter Ambassador can help you get a roster of Chalice Lighters in your congregation and your congregation's Honor status by contacting pnwdchalicelighters@pwruiu.org.
- Reporting: Chalice Lighter grantees are expected to provide a written report on the results of the expenditures within four months of the completion of the project. Photographs of the project are appreciated:

Format: Please use the template below. Add lines and pages as required. Answer all items, using “NA” if not applicable. Make your case, succinctly. Email the completed application and accompanying pages as a single document in .pdf format to pnwdchalicelighters@pwruiu.org

Congregation Name:

Application Date:

Applicant Contact Information:

Congregation mailing address, email, and phone:

Congregation website:

Minister, or if none, principal lay leader, with phone and email:

Designated contact person for this grant, with title, if any, phone and email:

Date of approval of this application by the congregation’s governing board:

Applicant Data:

Typical current Sunday service attendance:

Adults:

Children:

Number of adult voting members most recently certified to the UUA:

Project Description: What do you propose to accomplish with the requested funds? Attach photos or equipment specifications if that helps. If relevant, provide existing facility information such as: features, age, limitations, etc.

Project Purpose: How will the proposed project contribute to the growth and effectiveness of your congregation and strengthen Unitarian Universalism in your community?

Growth History: Has your congregation been growing? State and explain your recent trends in member numbers and budgets. Realistically, how will this grant make a difference?

Project Resources: What is the amount of funding requested? Justify the amount and show that the appropriate homework has been done. Provide a budget for the project and list ancillary resources, including loans, from other sources. Explain how you intend to proceed if the funds made available by Chalice Lighters are less than the specified cost of the project.

Technical Competence: Describe the level of expertise required to install and operate the required technology and provide evidence that it is available to the congregation. Hint: Your system specifications and design should reflect this competence.

Summary Paragraph: Please provide a short (~150 word/10 line) summary of why individual Chalice Lighters should send money to support this project.

Attachment Checklist:

- Project budget
- Photos, specifications, etc. that help make your case
- Explanatory comments and footnotes as desired