

PRESBY & LANGDON FUNDS

GUIDELINES FOR THE DISTRIBUTION OF FUNDS

- Objective:** To distribute the income from the Presby and Langdon Funds on a timely basis to recipients who are not eligible for other Synod scholarships, loans or grants.
- Requirements:** Scholarships will be granted for continuing education for youth ministry or disability concerns. The funds can be requested for conferences, events, or resources that will contribute to leadership training, but *not* for course work toward a degree. All funds will be paid directly to the applicant's congregation. Only one grant per individual per year may be distributed. Grants are available for individuals from congregations of 400 members or fewer on the active roll. Ordained Ministers of Word and Sacrament and Certified Christian Educators of the PC(USA) are *not* eligible.
- Maximum Grant:** Grants may be up to 50% of the total program cost, *to a maximum of \$300* per person. The Fund's expectation is that the remaining project costs will be funded by joint contributions of the local congregation and the individual. In the event of multiple applicants from the same congregation for the same program, the total funds distributed will not exceed \$500.
- Timing:** The funding request should be in the Synod Office a minimum of six weeks prior to the date the funds are needed. The Sub-Committee will make every possible attempt to make a decision on the request and communicate their decision to the requester within three weeks from the date the request reached the Synod Office. Committee will review with expectation of distributing up to \$1,000 in each six month period.
- Evaluation:** The recipient of any grant from the Presby & Langdon Funds is required to attend the event (or return the unexpended funds), and forward an evaluation of their experience within one month after its completion.