### Peer Learning Grant Application Form

A program to support and encourage pastors and pastors’ spouses

Funded by CRCNA Ministry Shares

*Important notes before you start.*

It’s important that the [*Overview* *of Peer Learning Grants*](https://www.crcna.org/spe/pastor-peer-learning-grants/overview-peer-learning-grants) is read *before* working on the application as there are a number of things that need to be taken into consideration. We encourage you to connect with PCR staff as you craft your application. We have wisdom and helpful tips that will make the process easier for you. We’re here to assist you in preparing a “great” application/proposal.

Once the application is ready to be submitted, the coordinator will send it to PCR for review. Application deadlines are May 1 and November 1. You’re encouraged to submit your proposal a couple of weeks in advance of the deadline so that we have some time to get it in great shape for the Proposal Review Team. We’ll contact you by June 1 or December 1 with the team’s decision. The first grant check will be sent to the group treasurer once the proposal has been approved/processed by PCR.

1. **The Group**
2. Name of group

* *Your choice of descriptive word or phrase.*

1. Group members’ information.

* *Ordinarily, the majority of group members will be CRC pastors.*
* *Ordinarily, groups are made up of 4-8 members.*

**NAME POSITION CHURCH NAME CITY, STATE/PROV**. **CLASSIS**

**2.   The Plan**

a.    In a few sentences, share the group’s overall plan and topic of focus.

b.     List 3 - 5 desired outcomes.

c.      What’s the yearlong meeting schedule and nature of the group’s activities?

* *Include dates - month only is fine.*
* *Note names of books to be read and conferences to be attended – if applicable.*
* *Groups are required to meet a minimum of four times but are encouraged to meet more often if possible. And with virtual meetings (like Zoom, Google Hangouts), it’s very possible. ☺* 
  1. **The Budget**

Maximum grant amount is $3,000 USD*.* However, special consideration will be given to peer groups with a higher budget due to members that are geographically distant and as a result, will have higher travel costs to attend meetings/a conference/a retreat.

* Refer to the overview document (noted above) prior to completing the budget so you’re aware of what is, and is not, fundable.
* Create a budget, with sufficient detail, that indicates how the requested funds will be used.

**Group Budget Detail**

Total cost for the group’s activities $

**Amount requested from PCR $**

*Maximum grant amount is $3,000 USD.*

Amount pastors/churches are contributing $

*The grant is not to be used to cover personal expenses, the purchase of any equipment, to compensate the coordinator or the treasurer for their work related to the peer group, or any other administrative expenses associated with the peer group.*

*The grant period is one year. Peer groups may receive a maximum of two grants in a 5-year period.*

* 1. **The Coordinator**
* The coordinator must be a CRC pastor.

Name

Preferred phone #

Preferred email

Church name

Church address

* 1. **The Treasurer**
* The coordinator may not be the treasurer.
* Grant checks are made out to the treasurer’s church.

Name

Preferred phone #

Preferred email

Church name

Church address

*When completed send to:*

Kim Rankens

[krankens@crnca.org](mailto:krankens@crnca.org)

***We work with electronic documents. Please send us your proposal as a Word document - not a PDF.***

**Receipt of proposal will be acknowledged with an email to the coordinator. If you don’t receive acknowledgement within 48 hours, please call our office. (1-877-279-9994 X2837 – toll free)**

***Pastor Church Resources will inform the coordinator of the Proposal Review Team’s decision by June 1 or December 1.***