

**CAPITAL NEEDS GRANT PILOT PROGRAM
PRESBYTERY OF EASTERN VIRGINIA INC.
APPLICATION FORM**

DESCRIPTION

The PEVA Capital Needs Grant Program provides assistance to member churches for small to mid-sized capital projects. Priority will be given to projects that:

- Promote church growth and sustainability
- Meet vital infrastructure needs
- Are well-conceived with alternatives and cost estimates researched
- Are supported by the congregation, with cost sharing if possible
- Are fair to other member churches within PEVA

There are two grant cycles per year with written applications due March 31st and September 30th. Applications will be reviewed by the Board of Trustees, which expects to make decisions within 90 days of each deadline. In addition to preparing the written application, churches should expect to meet with the Board in-person, and to have their COM Liaison provide input and a site visit. Requests of any size will be considered. Requests may be approved in whole or in part and are limited by the amount of available funds.

GENERAL INFORMATION

Church Name: _____ Date: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Church Website: _____

E-mail: _____

Grant Amount Requested: _____ Funds needed by (date): _____

PROJECT DESCRIPTION: Please describe the proposed project including its relevance to the ministry of the church. Describe its timeline and urgency. How was the cost estimate prepared? (Add lines or attachments as needed)

OTHER CAPITAL NEEDS AND GRANTS: Does the church have other anticipated capital needs over the next five years?_

GRANT HISTORY: To the best of your knowledge, has the church requested or received PEVA grants in the recent past?

CURRENT PASTOR

Name: _____

Phone: _____ E-mail: _____

CLERK OF SESSION

Name: _____

Phone: _____ E-mail: _____

CHURCH STATISTICS

Church Membership: _____ Average Weekly Attendance: _____

SOURCES AND USES OF FUNDS

Cost of Project: _____

Church Cash and Pledge Resources: _____

Synod or Other Grants: _____

Loans: _____

Total Resources: _____

PEVA Capital Needs Grant Request: _____

REQUIRED ATTACHMENTS

- Recent year-end financial statements: income statement, balance sheet and restricted fund report
- Copy of annual statistical report

Submitted by the Session of _____

Clerk of Session Signature: _____ Date: _____

INSTRUCTIONS: Please send application and required attachments to the PEVA office via email [rrodrigues@pcusa-peva.org or jessica@pcusa-peva.org], fax [(757) 397-7246] or hardcopy [Presbytery of Eastern Virginia, 6901 Newport Ave., Norfolk, VA 23505]

10/27/2025

Revised 1/8/2026