

Procedures for Administration of the Church Extension Funds

1. The yearly meeting Outreach Commission shall be vested with the sole authority to approve grants from the Church Extension Funds for the purpose of assisting in the organization, spiritual life, and financial needs of new, existing and small meetings. The funds in the form of grants may be used for physical facilities, salaries, and program needs.
2. The Outreach Commission shall have the authority to deny a requested grant, to approve a requested grant in full or in part, and to allocate grants to applicants based on demonstrated need and the available funding.
3. All approved grants during a church-year shall be reported to Representative Body and shown in the end-of-year annual report.
4. Church Extensions Funds consist of Trust Fund income and contributions. Local meetings and individuals may contribute to the Church Extension Fund.
5. All Monthly Meetings, Quarterly Meetings and FCNC Committees are eligible for grants from this fund.
6. All requests for a grant from the Church Extension Fund shall be made in writing and accompanied by a completed FCNC "Application for Grant." All requests and supporting documents shall be submitted to the chairperson of the Outreach Commission.
7. Upon consideration of the grant request, someone designated by the Outreach Commission will notify the requestor of the commission's action.
8. If the grant is for an existing meeting, it will be limited as follows:
 - ~~a. Only one grant may be given per project.~~
 - ~~b. Only one grant may be given to the requestor in a three-year period.~~a
 - ae. Grants will be limited to no more than one-half the estimated cost of the project.
 - bd. Grants will be limited to no more than \$5,000 in a three-year period. The three-year period will begin upon approval of the initial grant.
 - ce. No grant, even though approved, will be delivered until the project is underway.
 - df. Emergency circumstances will be considered on a case-by-case basis with approval discretion vested in the Outreach Commission and the Administrative Oversight Committee.
 - eg. Recipients of a grant, other than a new meeting, must agree that should the meeting ever withdraw from the Friends Church of North Carolina, the amount advanced by the Friends Church of North Carolina shall be repaid less any repayments that have been made by the meeting or any amounts forgiven by Friends Church of NC.

August 8, 2020

Revised October 30, 2021

