



THE RIVERSIDE CHURCH

IN THE CITY OF NEW YORK

THE SHARING FUND COMMITTEE
490 Riverside Drive
New York, NY 10027

INFORMATION FOR APPLICANTS TO SHARING FUND AND DENSFORD FUND

Committee Review Process:

- The Sharing Fund Committee meets from September through June. No grant requests are reviewed during July and August.
- Grant applications should be either mailed to the address above or emailed to sharingfund@trcnyc.org
- All grant requests should be received no later than 90 days prior to the date of need for funds to support the project, event, or organization at issue so that the Committee will have sufficient time to review the grant application and complete the internal administration process necessary to disburse funds for the approved grant.

Application Limitations:

- Requests for Sharing Fund and/or Densford Fund grants must come from projects or organizations that are not administered by The Riverside Church.
- An organization which has previously received a grant from the Sharing Fund and/or Densford Fund must wait at least three (3) years before submitting a new application to the Committee.
- An organization whose application has been denied must wait at least one (1) year from the date of that denial before submitting any new request to the committee.
- A Sharing Fund Committee member assigned to review this application may email or call you for further information or clarification. Please respond in a timely fashion so that the Sharing Fund can complete its evaluation of your application.

Feedback Requirement:

- Each grant recipient must provide written feedback to the Sharing Fund Committee within six (6) months of the receipt of a grant.
- Such report should include details of how the funds were used, successes and setbacks in implementing the project, and the number of individuals served.
- Pictures and literature regarding the project/organization are also welcome.

Complete Information:

- Please prepare a grant request that follows the format in the *Request for Funds* application and provide all information requested. *The Committee will not review incomplete grant requests.*
- *Grant requests must include current detailed project and organization budgets and financial information.*

Funding Criteria that Applies to Both Sharing Fund and Densford Fund

The Riverside Church is interdenominational and a member of the American Baptist Churches in the USA and the United Church of Christ, and cooperates with the Council of Churches in the City of New York, and with the New York State, National and World Councils of Churches. The Sharing Fund Committee of The Riverside Church welcomes grant requests from any and all denominations, as well as secular organizations, in keeping with the criteria noted below.

All requests for grants should:

- reflect the mission of The Riverside Church;
- affirm the worldwide and ecumenical concern for justice, peace and the integrity of creation;
- provide services and/or effective advocacy for underserved and marginalized populations, including but not limited to those adversely affected by racism, homophobia, sexism, ageism, the chronically ill, women, children, the elderly, those suffering the consequences of violence, refugees and internally displaced persons, victims of natural disasters, prisoners, those experiencing the effects of economic hardship such as hunger, homelessness, lack of health care or education; and
- benefit the target population without regard to religious affiliation.

Preference is given to projects where:

- the beneficiaries themselves design and implement the project;
- the group requesting funds exhibits the knowledge and expertise needed to accomplish its goals;
- the project outcome or organization maximizes local resources to benefit the greatest number of people;
- the funding base of the project or organization is substantial enough to ensure goals are met, but not so large that Riverside's contribution of up to \$5,000 has little impact; and
- the group requesting funds is willing and able to provide written feedback to the Committee regarding the use of the funds and success in achieving the goals of the project or organization.

Both Funds provide project support and general operating support

- On the *Request for Funds* application, applicants are asked to choose whether they are seeking project support or general operating support.
- Both Funds prefer not to fund overhead and administrative expenses that are not directly related to the delivery of program services or activities.

Densford Fund - Additional Funding Criteria

Densford Fund grants are granted exclusively to projects that provide educational opportunities for American Indian youth.

All requests for Densford Fund grants should be for projects that provide educational opportunities for American Indian young people, or for young people of American Indian ancestry. "Young people" is defined as school-age children through young adults in their early twenties.