



5¢-A-MEAL GRANT PROGRAM 2026 Application Instructions Holston Presbytery

Applications must be received by October 15, 2025

What Projects are included: Direct food ministries (food pantries, soup kitchens, shelters, etc.) and projects which provide safe drinking water in the Local/Regional area. Global projects are not accepted in this funding cycle.

Process: Grants are awarded through a three-step process.

- 1) **Application is to be completed by the organization** and signed by the sponsoring church. Applications are to be sent to the Presbytery office to be reviewed by the appropriate committee of the Mission and Discipleship Board. Applications received or postmarked after the submission deadline will not be considered for grants.
- 2) If a grant is awarded, the sponsoring church will receive the funds from the office of Holston Presbytery for distribution to the recipient (if other than the sponsoring church).
- 3) After funds have been disbursed, **acknowledgment from the recipient must be received by Holston Presbytery** within sixty days.

Qualifying Criteria: Applications that do not meet all these criteria will not be considered.

- 1) Funds must be used to support the work of providing food and/or safe drinking water in the local or regional area. **Five Cents a Meal grants should not be used for administrative costs, or other non-related program costs.**
- 2) All applications must be submitted and endorsed by a congregation of Holston Presbytery.
- 3) Each organization receiving grants must submit **a report of how the funds were used, with the impact of the funds on the work of the organization. Reports must be submitted by July 31 of each year a grant is received.**
- 4) Churches may sponsor one (1) organization each grant year. Organizations can receive a maximum of one grant per calendar year of up to \$3,000.
- 5) **Sponsoring congregations should contribute financially to or be involved in the work of the organization.**

Award Criteria: Grants will be awarded using criteria published separately from this application and will be available on the Holston Presbytery website: www.holstonpresbytery.org.

Reporting: Each organization and/or sponsoring church should provide to Holston Presbytery a report on the use of Five Cents a Meal funds that **provides information on how the funds were used, and the direct impact of those funds on the work of the organization. Please do not send photos.** Churches are encouraged to provide information on the congregational support of the organization as well. Organizations who do not acknowledge the receipt of a grant or submit a report for how grant funds are used will not be considered for subsequent grants.

Grant Amounts: Local and Regional grants will be considered for requests up to \$3,000.

Grants will be disbursed annually in January, 2026. Applications must be received by October 15, 2025 to be considered. Acknowledgements will be sent by e mail to the sponsoring church. Checks will be sent to the sponsoring church for distribution and will be made payable to the receiving organization. This award check will also include a letter requesting grant acknowledgement and stating reporting requirements. 2025 grant recipients that have not provided the required report on how grant funds were used will not be considered for funding in 2026.



FIVE CENTS A MEAL GRANT PROGRAM

Application Form 2026

Handwritten applications will not be accepted.

Office Use Only

Date Received

Please return typed completed application to: Holston Presbytery, P. O. Box 3647, Kingsport TN 37664-3647

Application Deadline: October 15, 2025

Date: ____/____/____

Grants will only be considered from local/Regional organizations

Organization: _____

Organization Address: _____

Organization Telephone: _____ **Organization Email:** _____

Sponsoring Congregation: _____

Please attach a description of the organization's work, and a summary annual budget for the organization

How will these funds be used? What will be the impact of these funds? (attach additional typed pages if necessary): _____

How does the sponsoring congregation support this work? (include amount of financial support directly from the congregation) _____

Amount Requested: _____ (\$3,000 maximum)

Signatures: Organization: _____ Title: _____

Contact Phone: _____ Email: _____

Sponsoring Pastor: _____ Email: _____

Sponsoring Clerk of Session: _____

Incomplete applications will be returned to the sponsoring church.