



**The
Omaha
Presbyterian
Seminary
Foundation**

Supporting Excellence in Christian Leadership

Lifelong Learning Program Grant Guidelines

When completing your application for Lifelong Learning Program Grants, review these guidelines:

Eligibility

- A. Church Entities or Organizations
 - 1. Presbyterian educational institutions
 - 2. Governing bodies of the Presbyterian Church (USA)
 - 3. Ecumenical bodies with strong Presbyterian participation
- B. Programs
 - 1. Leadership training events exclusively for ordained Teaching Elders and/or CREs
 - 2. Leadership training events for church leaders and/or lay members

Eligible Presbyterian entities must be within the 13-state region served by the Foundation: Colorado, Iowa, Kansas, Minnesota, Missouri, Montana, Nebraska, North Dakota, Oklahoma, South Dakota, Utah, Wisconsin and Wyoming.

Guidelines

- 1. Applications are **due August 15th** of the year prior to the actual date of the event.
- 2. Annual Program Grant applications are required for each event, retreat, or program.
- 3. Special consideration will be given to applications that: (a) give their specific purpose as the support of pastors [i.e. retreats] and (b) provide continuing education for Teaching Elders (pastors) and Commissioned Ruling Elders (CREs) similar to the annual Summer Pastors' School held at Hastings College.
- 4. Preference is given to events planned by participants who will benefit from the event.
- 5. Joint Presbytery events have preference over a single Presbytery event.
- 6. Consideration is given as to whether the event would take place if it were not for a supporting Lifelong Learning Program Grant from the Omaha Presbyterian Seminary Foundation.
- 7. OPSF funding will not equal more than 50% percent of the event's net cost. The Grant may be reduced if the event has excess income – no profit is included.

Application Procedure

- 1. Complete the *Application for Lifelong Learning Program Grant* online.
- 2. Provide details for funding the event or workshop – including the amount requested.
- 3. **Apply by August 15th** to:
 - Lifelong Learning Program Grants
 - Omaha Presbyterian Seminary Foundation
 - 7101 Mercy Road Suite 216
 - Omaha, NE 68106-2616

Request for Payment

After the workshop, retreat or event, complete the *Request for Payment* form and mail it with a financial summary report and a concise evaluation. Following the review of the financial report and evaluation, the Lifelong Learning Program Grant funds will be mailed to the contact person.

Requests for Payment **should be submitted before November 15th** or as soon as possible so payment is made in the same year for which the Lifelong Learning Program Grant was approved.

Email: opsf@opsf-omaha.org

Website: www.omahapresbyterianseminaryfoundation.org