



Congregational Grant *Funding Request for Technology Upgrades*

Name of Parish:	Date of Request:
Address:	
Contact Name:	
Telephone No:	Email
Total Cost of Project:	Amount being Requested: <i>(Maximum award amount is \$5,000)</i>

Please Respond to following Questions:	
<p><i>Please Respond to following Questions:</i></p> <p>Is your parish currently receiving financial assistance from the Trustees as a result of COVID-19 (for payroll or other church expenses)? (Y/N)</p>	<p><i>Provide Further Details Here:</i></p>
<p>Has your parish received a grant from the Real Estate Department for property upgrades/improvements within the past year? (Y/N)</p>	
<p>Is your parish in good standing for audit report and parochial report submissions? (Y/N)</p>	
<p>Have you used live-streaming or online video publishing in 2020 or are you seeking support to start this for the first time? (Y/N)</p> <p>If yes, please indicate which platforms you used.</p> <p style="text-align: center;"><i>(Check or highlight all that apply)</i></p>	<ul style="list-style-type: none"> <input type="radio"/> Zoom <input type="radio"/> Facebook <input type="radio"/> Church Website <input type="radio"/> YouTube <input type="radio"/> Other:

Grants for internet video production projects are considered only if basic connection and basic equipment is installed. Please describe the basic configuration you already have. Some examples

1. **High-speed internet service:** FIOS, 300 MBPS or higher (not lower) modem and router from companies such as Optimum, Comcast, Verizon, Xfinity, etc.
2. **Mid-range laptop (Windows or Apple)** for livestreaming as well as management and control of livestreaming connections. This control laptop should be in addition to any iPhone or iPad or competing brand phones/tablets.
3. **Supplementary lighting such as desktop (tabletop height) diffused LED lights** for placement adjacent to the laptop.
4. **External cameras** such as a high-resolution webcam accessory added to the laptop; unless the laptop has its own camera with the same high-resolution of a dedicated webcam.
5. **External microphone** such as a plug-in “USB” microphone installed on the laptop. This could be a “headset with mic” or a lavalier (lapel) mic or a desktop mic.
6. **Subscriptions** to services like Vimeo/Livestream, Switcher Studio, etc.

Please List **CURRENT equipment and products being used:**

<input type="checkbox"/> Internet:	
<input type="checkbox"/> Laptop (or iPad, iPhone):	
<input type="checkbox"/> Lighting:	
<input type="checkbox"/> Cameras:	
<input type="checkbox"/> Microphones:	
<input type="checkbox"/> Subscriptions:	

Please describe the “**target audiences**” you wanted to reach with your video programs in 2020 and how your presentations featured visual or musical or special speakers to attract your potential viewers.

Examples of target audiences:

- a) Online “gatherings” of worshippers (where they can see each other)
- a) Online “gatherings” for classes or “virtual coffee hours”
- b) Youth of the parish; Youth of the parish and the wider community
- c) Seniors; homebound or not
- d) Primarily church members; not community
- e) Primarily church members and certain segments of the community
- f) Those interested in music and arts
- g) Those interested in social justice issues
- h) Online weddings and other special church-related events
- i) Persons in need; food insecure; disabled

Describe your target audience and how you have effectively engaged people using online and virtual tools and platforms:

Which of the following purposes does this project address? (check/ highlight all that apply)

- Virtual Worship Services
- Simultaneous Live Streaming
- Fellowship
- Youth Formation
- Adult Formation
- Fundraising
- Community Outreach
- Evangelism
- Growth/Expansion of Church Online Presence
- Educational Projects
- Other:

Describe your project and how you hope it will strengthen or improve your church community and congregational vitality.

What Systems and/or Hardware will be upgraded or added with this funding?

(a proposal /estimate from service providers or other document can be attached to respond)

<input type="checkbox"/> Internet:	
<input type="checkbox"/> Laptop:	
<input type="checkbox"/> Lighting:	
<input type="checkbox"/> Cameras:	
<input type="checkbox"/> Microphones:	
<input type="checkbox"/> Subscriptions:	
<input type="checkbox"/> Other:	

<p>Have you already selected a service provider? (Y/N)</p> <p>Had you received project estimates and quotes from other vendors/service providers? (Y/N)</p>	<p>Comments</p>
<p>Have you designated and trained persons to use this technology and/or to manage online and video production projects? (Y/N)</p>	<p>Please explain</p>

- Please include all estimates/bids received along with this application
- Use separate sheet to provide any additional information that can help explain your request

Return Completed Application to: EMLI@dioceseli.org

If you have any questions, please contact:

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Mary Beth Welsh, EMLI Executive Director at mbwelsh@dioceseli.org or (516) 429-9026