

## Guidance on proposals

Proposals should include:

1. A completed **application** containing details about your organization, start and end dates, requested amount, and names for the congregational and scientific co-directors.
2. A **project description** (up to 3000 words) describing your plan, specifically addressing congregational context, area of scientific engagement, plans and budget for event(s), plans and budget for follow-on event(s), strategy for connecting with the community, and denominational (or equivalent) support. Please organize with clear summary statements and bullet points.
3. A **description of the congregation** (500-600 words) with demographic details, relationship to larger church organizations, relationship with the community, and reflections on current engagement with science.
4. A **letter of support** (up to 1 page) from the most senior denominational or organizational church leader to whom you are accountable in your area (e.g., Bishop, Chair of District).
5. A **plan for follow-on event(s)** (500-600 words). Full details are not necessary for an initial application, but we encourage you to think through possibilities and share your thinking. We hope you will consider smaller or more remote congregations that may not have staff or budget to run a program on their own.

Award recipients will be asked to attend pre- and post-event meetings with other recipients to help plan for and reflect on their events. Final dates for these meetings will be determined once the public health situation is more settled. Award recipients may also be asked to submit status reports, including a final report (up to 1000 words) at the end of their project.

Solid proposals will:

1. Affirm the work of scientists in their congregational context
2. Build on current organizational and personal strengths
3. Integrate clear goals and plans for achieving them
4. Show awareness of needs specific to the congregation and the wider community
5. Identify a plan for a follow-on event
6. Involve senior leadership, fully informed and actively engaged.

Superior proposals will:

1. Display a commitment to match funds with local resources
2. Have the potential to stimulate further engagement within the congregation
3. Have the potential to create a cascade effect beyond the congregation
4. Identify one or more congregations for follow-on events, noting their context and commitment
5. Creatively explore science-engaged theology, tackling a novel issue or a common issue in a novel way