



Date: June 13, 2020

To: Provinces of the Anglican Communion (Primates and Provincial Secretaries)

From: Sherri Dietrich, United Thank Offering Board President

Re: 2021 United Thank Offering Grant Process

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Greetings in Christ's Friendship!

The UTO Board invites you, on behalf of your Province, to submit **two** grant application for the 2021 UTO grant cycle. Because of the Covid-19 pandemic and its effects the UTO grant process is different this year. To respond to Covid-19-related needs as quickly as possible, UTO will be distributing grants in two rounds, the first ending in October of 2020 and the second in April 2021. You are invited to submit up to two applications from each granting round, however, they must be from different dioceses within your province. There are no companion grant applications or grants for 2021 and all applications must follow best practices for work during the pandemic. **If we receive more than two applications or two applications from the same diocese then all applications will be rejected.**

**Please note:** typically, UTO only grants the Ingathering after the year concludes (so 2019 funds were granted as 2020 grants) however, given the severity of need to respond to the pandemic, we will grant Ingathering funds received through August 31, 2020 in October and the remaining funds in April of 2021. Given that both sets of grants are coming from the 2020 Ingathering they will be listed collectively as 2021 grants in the historic record and publications.

Attached to this email are all of the materials you need to successfully write and submit an application. You will find the following:

- 2021 Grant Focus and Criteria;
- 2021 Bishop's Endorsement Form;
- 2021 UTO Grant Application;
- Sample Budgets and Timeline;
- and the 2021 Helpful Hints.

All of these items are also available on the United Thank Offering website: [www.episcopalchurch.org/uto](http://www.episcopalchurch.org/uto). **The diocese will submit the final applications by 5 p.m. Eastern Standard Time on Friday August 14, 2020.** Only complete applications will be considered. Grants are for one year from the time the funds are received. **The United Thank Offering Board and Executive Council will approve the grants and they will be announced following the October meeting of Executive Council.** Please review applications in light of this timeline for receipt of funds if a grant is awarded. If at any time during the process you determine you no longer need or want your application to move forward in the process, please let Heather know so that we can remove it from consideration.

Please be aware, **if your Province has an outstanding final grant report you will not be eligible for a 2021 grant.** If you are not certain if all of your past grants have closed, please contact us at [hmelton@episcopalchurch.org](mailto:hmelton@episcopalchurch.org).

If you have questions or need assistance with the application or with final grant reports do not hesitate to contact our office at [hmelton@episcopalchurch.org](mailto:hmelton@episcopalchurch.org) or call 1-917-771-3366. We are glad to help you through this process. We are glad to help you through this process. Please note that the staff will have limited time to assist with draft applications as outline on the helpful hints page. We wish you the best of luck with the application process, and we look forward to learning about the response to the pandemic taking place in your dioceses.