

Complete, "save as" to your files, attach and email to:  
canonsk@episcopalak.org by deadline.



## Facility Emergency Repair and Replacement Funding Application Questionnaire

**Page 1**

Name of Church or Facility: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ ZIP: \_\_\_\_\_

Applicant (or Responsible Party) Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

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1. What unexpected or suddenly-occurring event happened?

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2. Description of damage or destruction:

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3. Date of incident.

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4. What will it take to fix the problem?

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5. How do you plan to fix the problem?

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6. Do you have insurance to cover this?  YES  NO  
If yes, have you called your agent?  YES  NO

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7. Will this grant/loan conflict with any provisions of your insurance claim?  YES  NO

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8. What is the estimated cost of the repairs? Please provide supporting documentation, such as, material list, labor costs, freight, etc.

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9. Amount requested? (Maximum allowed is \$10,000)

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10. What was the Average Sunday Attendance (ASA) reported on your most recent Parochial Report?

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11. If loan, please select payback schedule.  
 2 years  5 years  10 years

ASA of 75 or fewer qualifies for a grant; 76 or greater qualifies for a loan.

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Notes:

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For Internal Use Only:

Signature of Interviewer: \_\_\_\_\_ Date: \_\_\_\_\_

**Application must be received within 60 days of incident or event.**