

# EPISCOPAL DIOCESE OF PITTSBURGH

## Request for Transition Assistance (Parish)



*Parishes desiring financial assistance from the Diocese to support a transition are asked to complete this form and submit it to the Diocese as directed at the end of the form. Thoughtful responses to the questions presented here will provide a helpful guide for the consideration of your request by the appropriate diocesan leaders.*

**Application Due Date: August 15**

**Parish** (name, location): \_\_\_\_\_

**Person Submitting Request:** \_\_\_\_\_

**Role within Parish:** \_\_\_\_\_

**Contact Information:**

**Phone number** (all or preferred):

*(Office)* \_\_\_\_\_

*(Home)* \_\_\_\_\_

*(Mobile)* \_\_\_\_\_

**E-mail address:** \_\_\_\_\_

**1) What amount of funding and over what time period is your parish seeking financial assistance? (Note: assistance is expected to be over a 3–5-year period)**

Fiscal Year	Projected Amount
2025	
2026	
2027	
2028	
2029	

**2) Provide a description of the financial circumstances that have led to this request for transition assistance.**

**3) Describe your plans to reach financial stability including a timeline.**

**Please note that, if your request for transition assistance is approved, you and your parish will be required to partner with the Bishop's Office to develop a strategic plan that supports the parish's plan to achieve financial stability by the end of the time period for the assistance.**

**Please attach:**

- 1) a resolution from the Vestry that authorizes your request for funding
- 2) a copy of the parish's budget for the current year
- 3) a copy of the parish's 3 most recent year-end financial statements (income statement and balance sheet)

**Please submit this questionnaire via email to:**

treasurer@episcopalpgh.org

**OR via U.S. Mail to:**

Treasurer  
Episcopal Diocese of Pittsburgh  
325 Oliver Avenue, Suite 300  
Pittsburgh, PA 15222