

## All Saints' Episcopal Church Grant Guidelines

All Saints' Episcopal Church, through the Outreach and Mission Commission (OMC), makes grants to qualified organizations whose purpose is to reach out to those in need. The Outreach and Mission Commission meets to determine grant awards at least three times during the year, on the first Tuesday of each February, May, October and if necessary once more in the calendar year. The deadlines for submitting completed applications and attachments are January 15, April 15, and September 15.

A successful grant application will be specific in its purpose including detailed documentation of the costs associated with a project or intended purchase (Project Budget).

The Programs and Agencies that All Saints seeks to fund will preferably:

- *Have a member of All Saints' actively involved with the organization;*
- *Be financially responsible: i.e., most of their budget should go to the program rather than staff;*
- *Actively seek and use volunteers;*
- *Display a high ratio of those helped vs. the number of staff*
- *Be available for a site visit if necessary*

All information on the check list (below) is required, even for returning applicants. If this information is not available please explain. You may have an established format for grant applications, however, make sure you have answered the specific questions that this application requires.

### Application Checklist:

- Completed Application Form (see attached)
- IRS 501 (c) (3) tax identification letter or equivalent documentation
- Project Budget
- Copy of current Organizational Budget
- List of Board of Directors

The Grants Committee of OMC will consider a maximum of one grant request per organization each calendar year. All Saints' Episcopal Church will **not** grant funds for the following purposes:

Tickets, sponsorships, etc. for events or fundraisers;  
Endowment Funds;  
Political organizations, campaigns and candidates;  
General operating expenses;  
Grants to individuals for personal use;  
Or for causes not consistent with the goals of the OMC.

Please submit completed applications and attachments to:  
Grants Chair  
c/o Outreach and Mission Commission  
All Saints' Episcopal Church  
5001 Crestline Road  
Fort Worth, TX 76107



Applications are due January 15, April 15 or September 15.

Grant applicants will be notified about the status of their applications as soon as possible following the Grants Committee meetings each February, May and October.

This form may be recreated on your computer, or answers may be typed on this form.

Handwritten applications will not be accepted.