

Date: _____

Organization: _____

GRACE AND HOPE APPLICATION GUIDELINES

The Following must be included with your grant application:

- ___ 1. Original grant application form (need five additional copies)
- ___ 2. Copy of most recent IRS letter indicating current 501(c)(3) status.
- ___ 3. Copy of most recent 990 Filed with IRS
- ___ 4. A list of member of your board of directors
- ___ 5. Grant request should be signed by the Director of your organization or the Board Chairman

Grant request should be submitted to Grace and Hope Foundation thirty days prior to our scheduled board meeting in December. Grant Request must be received no later than November 15th of the year in which funding is requested, however, request may be submitted at any time during the year.

GRACE AND HOPE FOUNDATION GRANT APPLICATION

Name of Organization:

Street Address/P.O. Box:

City:

County:

State/Zip:

Contact Person:

Name and Title:

Address:

Telephone:

Total Organization Budget:

Total Amount Actual (Current Year): \$_____

Total Amount (Proposed) or Following Calendar Year: \$_____

Amount of Request: \$_____

A Brief Description of the Organization:

Date of Founding and History (or Background):

Mission Statement:

List all sources of income expected in FY _____ and indicated the percentage of your annual budget for each (combine churches as one funder, government agencies as one funder etc.)

Funder: Source	Amount	Percentage
Fundraising Events	_____	_____
Contributions/Memorials	_____	_____
Government Grants	_____	_____
Foundation Grants	_____	_____
Church/Service Clubs Grants/Donations	_____	_____
Other	_____	_____

Percentage of board members who donate funds to agency? _____
(This question must be answered)

**Has your organization done any long range/strategic planning? If so, when?
Describe how the plan with be implemented.**

What is your organization's relationship with the Grace and Hope Foundation?

Provide reasonable evidence about future funding if the project/program is to continue after the grant period expires.

Briefly outline how funds received from the Grace and Hope Foundation are expected to be used:

Current Programs: (Briefly describe current programs in which your organization is participating or has instituted)

Financial Information: (Attach audited financial statement for the most recent fiscal year. If not complete, include a copy of your budget versus actual statement for the most current year. Also include budget for the current fiscal year and a statement of year-to-date revenues and expenses versus budget.)

Project/Program:

On an additional page briefly describe the problem/need that you will address, the objectives of your project/program, beneficiaries of the program or project and the period of time involved. If an impact can be measured, please indicate how you will quantify this information.

List the names of other organizations, both private and public, to which you have applied for support for this project/program, amount of request, and status (pending, granted or denied).

SUBMITTED BY:

Signature: _____
CEO, Director or Board Chair of
Requesting Organization

Date _____

Title: _____

Please attach all items indicated on the checklist provided in the Grant Application Guidelines and return to:

Grace and Hope Foundation
P.O. Box 3127
Matthews, North Carolina 28106

GRACE AND HOPE FOUNATION
Grant Application Summary Sheet

Date: _____

Organization: _____

Contact: _____

Amount Requested: _____

Brief Statement of Purpose of Grant: