

St. Augustine's Episcopal Church Outreach Grant Application

-St. Augustine's has a long history of service to others and working for social justice causes which underpin our Christian discipleship within the Chicago and Northshore areas. St. Augustine's grant program is the means by which we commit a portion of our treasure to support the important work of organizations striving to make our world more equitable. We will consider proposals for grants up to \$5,000.

-Priority targets for funding: alleviating hunger/homelessness, anti-violence, environmental action, legal, psychological services, housing equality, and refugee assistance. Priority will be given to organizations whose work is in Chicago, Northern Cook County, and Lake County.

-A church member champion is no longer required but involvement of the applicant organization in the St. Augustine church community will be viewed favorably.

Application period begins: January 2

Application deadline: March 1

Grant notification and disbursement: May 15

How to apply: Email a PDF of your application, along with the supporting materials detailed below, to augustine@staschurch.org with "Grant Application" in the subject line. If emailing is not possible, you may mail a copy to St. Augustine's Episcopal Church, 1140 Wilmette Ave, Wilmette, IL 60091
Email questions concerning application to Augustine@stachurch.org

Application:

Please provide all the information requested below. Written responses to the questions in Section I should not exceed a total of 2 pages (additional supporting documents to be attached are not part of this total).

Demographics of your agency

- Current Date
- Organization's legal name and tax-exempt number
- Number of years the organization has existed
- Contact name and position
- Mailing address and email
- Telephone Number
- Amount of grant requested (\$5000 maximum)

Section I General Information: Please respond to the following questions and number your answers 1-7.

1. What is the mission and work of your organization? Indicate how the work of your organization is congruent with the purposes and target populations of this grant opportunity. (You may also include brochures, annual reports etc. in PDF format as attachments. Not included in page limits as will they help support your request).
2. If funded, how would you use this funding? Describe the specific program or activity of your organization this grant would help support. (You may include brochures or outreach materials in PDF format as an attachment to further describe the specific program/activities a grant from St. Augustine would support.)
3. Describe the distinct population groups involved in the specific program or activity that would be served if funded (such as, age groups, SES level, zip codes to be served, special needs etc.). Please be specific as possible in describing characteristics and numbers of people who would be served if funding is received.
4. How does your organization define and measure program outcomes and successes over time? Describe quantitative and qualitative measures/tools you use to evaluate the specific program you would like funded. (Provide copies of evaluation tools and summary data on the last two years of specific program outcomes as a PDF attachment. This will not be considered part of the 2-page limit).
5. Please identify senior leaders and managers responsible for meeting the chosen project or activity objectives, Please Indicate how long they have been part of the team.
6. At St. Augustine's, our outreach programs involve both direct granting and volunteerism. Does your organization include volunteers? If so, please discuss ways in which St. Augustine's members could participate in the work of your organization. (Answering "no" to these questions does not disqualify an application from consideration).
7. Grant applicants and recipients may be invited to speak to the congregation about their organization so we may better understand and become more involved in your mission. Would a representative of your agency be available to give a talk about the mission and work of your organization at St. Augustine's church?

Section II, III, and IV are not included in the 2-page limit but should be provided as PDFs.

Section II Financial Information:

1. Applicant organizations must have qualified for tax-exempt status under IRS Code 501 (c) (3). A copy of your organization's IRS determination letter must be attached to your application.

2. Please submit a copy of your organization's financial statements and budgets for the past two-year period. Highlight for the reviewers what percentage of the agency funds is spent on 1) administration and 2) fundraising.

Section III Board Members:

1. Provide a list of current board members. Please indicate the percentage of board members who contributed to your organization during the past year.

2. Provide copies of the minutes from at least two board meetings during the past year as an PDF attachment.