

# Parishioner-Sponsored Grant Application Guidelines

Epiphany's annual Have a Heart fundraising event, first held in February 2011, grew out of a desire to provide financial help to several nonprofit organizations whose work engaged members of our parish. As the parish has grown and Have a Heart has become a widely supported tradition, donations sometimes exceed allocations desired for our primary nonprofit ministry partners. Because of parishioners' continued generosity at Have a Heart this year, the Service & Outreach Team can again fund a few additional nonprofit organizations, nominated by individual parishioners, whose missions align with our obligation to serve others as followers of Christ.

***Before applying for a grant, please carefully read the following guidelines to determine if you and your organization meet all funding criteria.***

## Who may apply?

- Parishioner Grants are intended to support specific needs of organizations where Epiphany's contribution can make a difference. Large organizations that receive substantial funding elsewhere typically will **not** be approved for a Parishioner Grant **unless** (1) the organization otherwise meets our grant criteria **and** (2) the grant fulfills an unmet need that would not otherwise be funded.
- Sponsoring parishioners must themselves be current members of Epiphany Parish. For the purposes of this grant, parish membership is established by annual pledges of financial support to Epiphany.
- The sponsoring parishioner must directly participate in the work of the nonprofit organization for which they are seeking funds, either through their volunteer time or financial support.
- Nominated organizations must have active 501(c)(3) tax-exempt status as determined by the IRS.
- An organization seeking funding must align with Epiphany's core outreach areas of homelessness and housing stability, hunger and food scarcity, care and education of children, or other social service or humanitarian work. Organizations supporting political advocacy, athletics, the arts, etc., will not be considered.
- Members of Epiphany's Service & Outreach Team may apply but can take no part in the grant review and awards decision.

## How much is the grant?

- In 2024, \$10,000 will be available for parishioner-sponsored grants. Each grant award will be a maximum of \$2,500. While we might wish to give to any eligible project, we believe it is more helpful to provide substantive funding for a smaller number of selected organizations. *Consequently, depending on the number of applicants, your project may not receive funding or may not receive the amount you requested.* Should all awarded grants total less than \$10,000, the unused balance shall be returned to the Outreach General Fund.
- Funding preference will be given to specific projects or unmet funding needs rather than to an organization's general budget support.
- An organization may receive funding for no more than two consecutive years. A parishioner may reapply for a previously funded organization after a minimum of two annual grant cycles.

## How do I apply?

- Fill out the provided Grant Application and Project Budget Forms (available on the Service & Outreach page of the parish website) and return the **printed forms** with required supporting materials to the Service & Outreach parish mailbox **no later than Sunday, July 28, 2024.**

- Your application will be reviewed by Epiphany’s Service & Outreach Team, and you will be notified of our decision on or before **Friday, September 13, 2024**.

### **Reporting Requirement**

If your organization receives funding, you will be required to provide a short report for Epiphany’s parish media describing the use and impact of the grant money.