

ALL SAINTS-BY-THE-SEA EPISCOPAL CHURCH

Outreach Funding Application

Only electronic applications will be accepted – Good stewardship requires us to ask for all applications to be submitted electronically. One set of brochures or supporting documentation is welcome, but will also only be accepted electronically. **All applications and supporting documentation must be combined and submitted as a single document (PDF or DOC) with a size not exceeding 10MB.** Email your application to outreach@allsaintsbythesea.org.

In your application, please address each of the points below in detail.

Applicant – Briefly describe your organization and provide the name, phone number and email address for the person to whom correspondence should be addressed. Please also include the full name, address and website of your organization.

Participants – List individuals and organizations involved in your project, noting any All Saints parishioners involved along with the year they were last active in this effort.

Funding request:

- Amount requested from All Saints.
- Describe the project for which you are requesting funds, providing as much detail as possible. Explain the problem being addressed and the population or community being served.
- Describe in as much detail as possible the budget for the project, including a detailed explanation of how All Saints support will be used and how critical it is to the success of the program.
- Have you received funding from All Saints in previous years? If so, how much was received and what was accomplished?
- Describe other funding sources.
- Identify opportunities in the project for hands-on ministry by All Saints parishioners.
- Please attach the most recent annual budget for your organization, noting sources of income and expenses; and including the percentage of total operating costs spent on administration.

Include a copy of your IRS 501(c)(3) tax exempt letter, or (if you do not have one) explain your tax status.