**Parish of the Epiphany, Winchester, MA**
**Outreach Committee: Grant Request Form (to use as a guideline)**

Date:
Organization Name:
Is this a non-profit – 501C3 status? Yes No
Street address:
City, State, Zip:
Mailing address, if different:
email:
Website:
Contact: Phone email
Parish contact/advocate:

Funding information (please include any relevant brochures or newsletters):
Grant request: $

Please provide a breakdown of the primary sources of your funding:

Grants: %
Individual donors: %
Non-profit organizations (churches, etc.): %
Other (please identify): %

What is the annual or total cost to run the program for which you are asking support? $

Are the funds requested to support an ongoing financial need/project, or a project specific (one-time) commitment?

What % of the requested funding will go directly to the organization, and specifically to the proposed project or need addressed by this grant? %

If less than 100%, please explain:

<u>Money to be used for:</u>
Salary Program Equipment Building Travel
Other please describe:

Briefly describe the program, including goals, objectives and need that is addressed (attach additional information if necessary).

Provide details, including number of individuals served and what services they receive (if not included above).

Please explain how your organization meets Epiphany's Criteria for grant requests.
Please describe any significant program developments in the past two years.
Please describe opportunities for volunteerism and possible parish project with your organization, if any.

If there is any other information that you believe would help us make a funding decision, please elaborate.