



THE ST. FRANCIS PROJECT APPLICATION FOR FUNDING

Date of application: _____

Grant cycle: (check one)

January 31st _____ **(All applications requesting \$5000 or more must submit by this deadline)**

July 31st _____

Applications received after these deadlines will automatically be placed in the next cycle.

1. Name of organization: _____
2. Address: _____ Telephone: _____
_____ Email: _____
3. Name of Project (if different from above): _____
4. Contact Person _____ Position: _____
 - i. Address (if different from above): _____
 - ii. Telephone: _____
5. Please list any Trinity members involved with your agency:

6. Amount of funds requested: _____
7. Briefly describe the purpose for which funding is sought:
8. How will the St. Francis Project money be used?
9. Payee and address to which approved grants should be directed:
Name: _____
Address: _____

10. For projects \$2,000.00 and higher please submit:
- 1) A proposed budget
 - 2) A current financial statement and/or balance sheet
 - 3) A list of funding resources with amounts requested and received
 - 4) A list of your Board of Directors
 - 5) A brief description of your agency and its purpose (inc. goals, objectives, mission statement, administrative structure, client population, use of volunteers).
 - 6) A list of members of administrative of staff

11. For projects \$5,000.00 and higher, please submit
- i. A copy of your 501-C3 letter.
 - ii. All of the requirements for \$2000 or more grant requests.
 - iii. Trinity Sponsor _____
 1. Telephone: _____
 2. Email: _____

12. For all previous recipients of St. Francis grants, an accounting of how prior funds were used is required before and new application will be considered.

13. Please mail applications to: Trinity Episcopal Church St. Francis Project
 P.O. Box M
 Florence, AL 35631

14. Please date and sign:

Date Name / Title

Notification for the January 31st cycle will be by April 1st and notification for the July 31st cycle will be by October 1st. The St. Francis Board retains the right to fund all or part of any grant application and to decide the method of funding.