

# The Episcopal Church of St. Thomas the Apostle

solicits applications for a limited number of

## Outreach Grants

to support programs at Dallas-area non-profit agencies for Fall 2011

---

**Eligibility.** Organizations seeking financial support must meet the following criteria:

- Be headquartered and operate in the City of Dallas.
- Possess an IRS Letter of Determination confirming its status as a tax-exempt organization under IRS code 501(c)(3).

**Needs to be Served.** 2011 Outreach Grants are intended to support agencies that address the needs of the impoverished in our community, with specific focus on those who are;

- homeless;
- hungry;
- facing health / health-care challenges (both physical and mental); or
- suffering the wounds of social injustice.

**Scope of Proposed Activities.** Funds may be requested for programs that allow the agency to:

- expand its reach in the community (i.e., increase capacity); and/or
- improve the quality or frequency of its service to the community; and/or
- enhance existing programs in ways that support its core mission.

***Requests to support routine ongoing operating expenditures will not be considered.***

**Funding Parameters.** Agencies may request funds up to \$3,000. All grant-related expenditures must be clearly outlined in the proposal. Those organizations selected for support will be provided with funding under terms to be set forth by the appropriate governing body of the St. Thomas community and agreed upon in writing by the grant recipient.

**Deadline.** Complete grant requests, including the accompanying application form and all required attachments, must be received as hard copy documents in the Parish Office of the Episcopal Church of St. Thomas the Apostle no later than 2:00 PM on Wednesday, November 2, 2011.

To complete this application, download this document to your computer, enter the required information into the boxes, print the completed document, and then send the hard copy, along with the five required attachments, to:

Outreach Committee  
The Episcopal Church of St. Thomas the Apostle  
6525 Inwood Road, Dallas, Texas 75209  
<http://www.thedoubter.org>

Should you have experience any difficulties filling out the application form, or should you have questions about the 2011 Outreach Grant Program, contact the Chair of the Outreach Committee, David Schulze at [dcs75229@yahoo.com](mailto:dcs75229@yahoo.com).

1. Agency Information

The agency's name (as it appears on IRS records)

Official Mailing Address (must be within the city of Dallas)

Phone

Fax

E-mail

Website

Primary Contact (for purposes of this application)

Contact e-mail (if different from above)


2. Agency's Overall Purpose / Mission

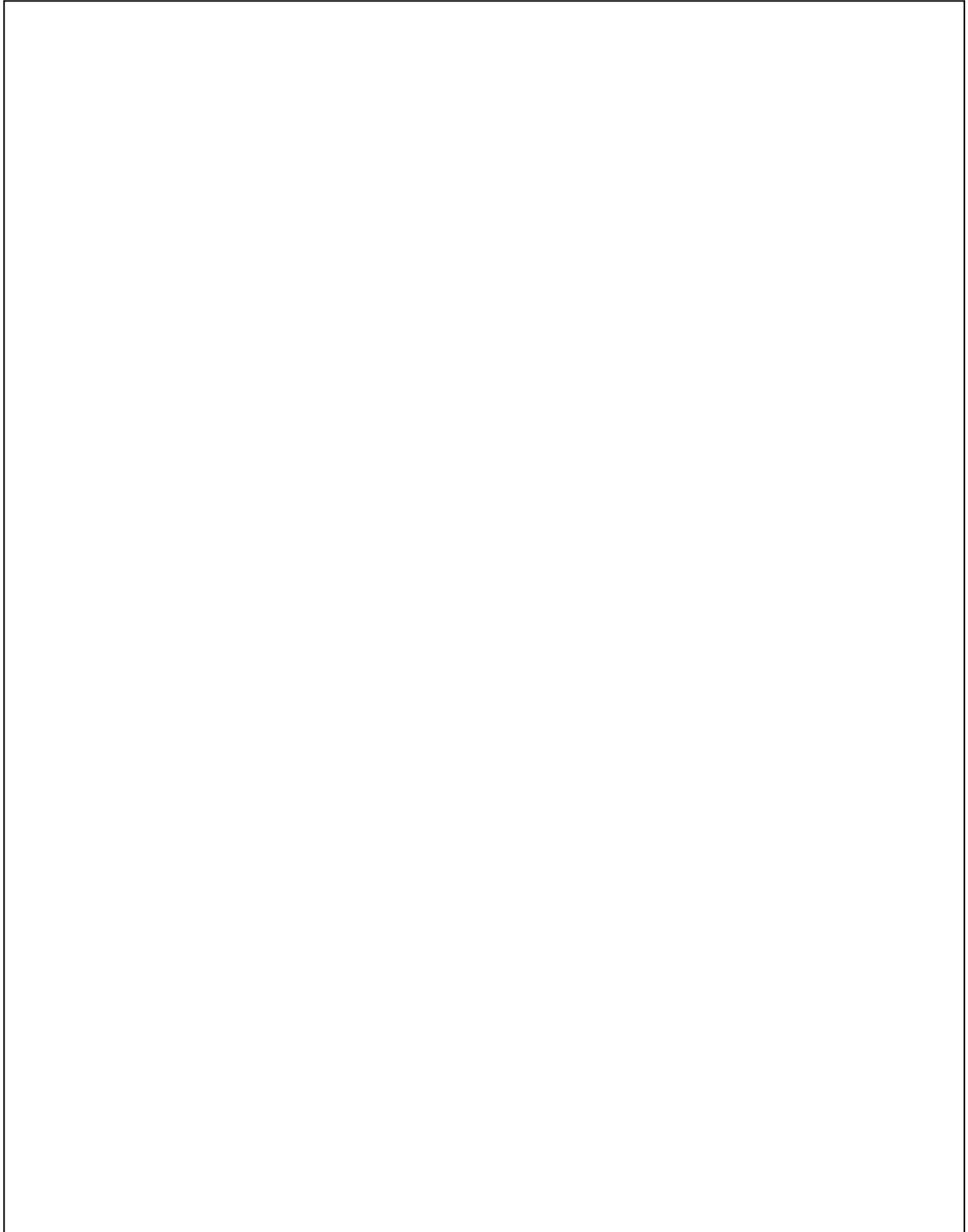
--

3. How many individuals (unduplicated) did your agency serve in the first of this year (between January 1, 2011 and July 1, 2011)?

4. Amount being requested (not to exceed \$3,000):

\$

5. What *specific* program or activities will the requested funds support? Be sure to provide sufficient context to explain how the funds will impact your organization's larger goals, and to indicate how the funds will be spent. Please be sure to indicate how many individuals will be directly impacted/served.



6. If your organization has received financial support from the Episcopal Church of St. Thomas the Apostle since January 1, 2008, please indicate the amount(s) below. If not, please type "N/A".

**Attachments.** Be sure to provide copies of the following documents with your proposal:

- Attachment #1. Financial Packet with a copy of your organization's:
  - 1a. operating budget for the *current* fiscal year (as defined by your organization),
  - 1b. operating budget for the *previous* fiscal year,
  - 1c. most recent monthly (or quarterly) financial statement, which should provide information about current expenditures *vs.* income, and
  - 1d. most recent balance sheet.
- Attachment #2. Copy of your organization's IRS letter of determination of 501(c)(3) status.
- Attachment #3. List of those individuals comprising your organization's governing body (e.g., Board of Trustees), including e-mail address and occupation.
- Attachment #4. Two additional singled-sided (or one double-sided) page(s) of information that you would like to provide about your organization. This may be a newsletter, a brochure, a report, etc.

So that we might be able to evaluate all applications fairly, we will not consider any materials beyond what has been requested. As such, **do not submit any additional information.** Thank you.

---

---

Return a hard copy of this completed application form (along with the six attachments) to:

*Outreach Committee  
The Episcopal Church of St. Thomas the Apostle  
6525 Inwood Rd  
Dallas, TX 75209*

Deadline for applications: 2:00 PM, Wednesday, November 2, 2011.  
Applicants will be contacted in December 2011.