



## The Church of the Holy Faith Missions and Outreach Grants Subcommittee

### Application Process for Grant/Funding

The Episcopal Church of the Holy Faith offers financial grants to charitable organizations in response to the call of our Lord Jesus Christ to help those in need. The Missions and Outreach Grants Subcommittee of Holy Faith is responsible for this task.

Our Subcommittee mission statement is *“To share the Gospel of Jesus Christ by facilitating mission and outreach efforts of the parish to the community of Santa Fe and beyond.”* While an organization applying for funds does not have to meet the definition of a Christian charity, how that organization will put this money to use will be evaluated by Holy Faith’s mission and core values statements, which are available for viewing on Holy Faith website: [www.holyfaithchurchsf.org](http://www.holyfaithchurchsf.org).

Charitable and religious organizations requesting funds must provide financial information, including income and expenses in detail (preferably audited) for a least the preceding year. **We accept application only from organizations holding IRS-recognized 501(c) 3 status.** As our funds are limited, we anticipate the grants will be modest.

In order to ensure equitable distribution of funds, **applications must be postmarked by DECEMBER 1<sup>st</sup>, 2024 for grants awarded for the 2025 calendar year. Late applications will not be considered.**

Your request does not have to be long or involved. The one page Grant Application can be obtained at [www.holyfaithchurchsf.org](http://www.holyfaithchurchsf.org) or by dropping by the Church office. You are welcome to attach other supporting documents to your application. Your application must be submitted in **paper format** and **postmarked by DECEMBER 1<sup>st</sup>, 2024** to:

Mission and Outreach Grants Subcommittee  
Church of the Holy Faith  
311 East Palace Avenue  
Santa Fe, NM 87501

For your convenience we have we have included below a checklist of our funding cycle for 2024-2025.

- ✓ Fall 2024 grant applications will be online.
- ✓ December 1st, 2024 - Short report (no more than 1 page) from 2024 grantees due. It should include:  
HOW MONEY HAS BEEN USED  
IMPACT THE GRANT HAS HAD \*  
ANY CHANGES IN YOUR ORGANIZATION
- ✓ December 1st, 2024 – Application deadline for 2025 grants. No applications postmarked after December 1, 2024 will be accepted.
- ✓ Feb – Apr 2025 – Subcommittee review, grant choices, and Vestry approval.
- ✓ Late Spring 2025 – Disbursal of funds to selected grantees.

\*We welcome information and photos from your organization to be used in our weekly bulletins, website or monthly newsletters throughout the year to further educate our congregation on the good work your organization is doing.

In general, we do not provide support to:

- Organizations with nationwide fund-raising capabilities and practices (e.g. the Red Cross), except for local project sponsored by that organization
- Projects which are primarily political, intended to affect civil legislation
- Major medical research projects (e.g. cancer research)
- Projects to benefit individual persons, except where this is part of an eligible larger project (e.g. support for named missionaries in mission organizations such as the Society for Anglican Missionaries and Senders [SAMS])
- Projects for which no evaluative information is available.

Once your grant application has been received a Mission and Outreach Grants Subcommittee person will be appointed to serve as your contact person.

Should you have any question regarding the application process, you may contact the Mission and Outreach Grants Subcommittee at [info@holyfaithchurchsf.org](mailto:info@holyfaithchurchsf.org).