



The Church of the Holy Faith (Episcopal) Mission & Outreach Grants Subcommittee

Application Process for Grant Funding

The Church of the Holy Faith (Episcopal) offers financial grants to charitable organizations in response to the call of our Lord Jesus Christ to help those in need. The Mission & 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 intends to put their grant money to use will be evaluated by the following general criteria:

- Consistency with our mission statement to share the Gospel of Jesus Christ by helping those in need;
- Relationship or historical ties of the applicant organization to the Holy Faith parish and its congregants;
- Impact in the northern New Mexico community, or the community where the organization is active (international organizations have historically received about 20% of grants in recent years); and
- Impact of the applicant organization in delivering its mission, and especially the breadth and scale of its outreach (e.g., how many people does the organization benefit, or how broadly are the services provided?).

Charitable and religious organizations requesting funds must provide financial information, including their total budget amount for the preceding year. We accept applications only from organizations holding IRS-recognized 501(c)(3) status. The maximum amount of any single grant will generally be limited to \$6,000, and the maximum amount awarded to first-time applicants will generally be \$1,500.

In order to ensure an efficient evaluation process and the equitable distribution of funds, applications should be made between October 1, 2025 and December 1, 2025 for grants awarded in calendar year 2026. Late applications will not be considered.

Your request does not have to be long or involved. The one-page Grant Application form can be obtained at www.holyfaithchurchsf.org or by dropping by the church office. You are welcome to attach other supporting documents to your application. If you were a grant recipient in 2024, we also request a brief (no longer than 1 page) report on how the funds received were used. Your application may be submitted by email by December 1, 2025 to info@holyfaithchurchsf.org, or it may be physically mailed with a postmark no later than December 1, 2025. The address for mailed applications is:

Mission & Outreach Grants Subcommittee
The Church of the Holy Faith (Episcopal)
311 East Palace Avenue
Santa Fe, NM 87501

For your convenience we have we have included below a checklist for our 2026 funding cycle.

- ✓ Summer 2025 – grant applications will be online.
- ✓ October 1, 2025 – Application process opens.
- ✓ December 1st, 2025 - 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, 2025 – Application deadline for 2026 grants. No applications emailed or postmarked after December 1, 2025 will be accepted.
- ✓ Feb – Apr 2026 – Subcommittee review, grant choices, and Vestry approval.
- ✓ Late Spring 2026 – 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 fundraising capabilities and practices (e.g., the American Red Cross), except for local projects or chapters associated with that organization that are impactful in our community.
- 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.

Should you have any question regarding the application process, you may contact the Mission & Outreach Grants Subcommittee at info@holyfaithchurchsf.org.