

**Application Process for Grant/Funding**  
from the  
**Episcopal Church of the Holy Faith**  
**Missions and Outreach Committee**  
311 E. Palace Ave.  
Santa Fe, NM 87501

Holy Faith offers money to charitable causes in response to the call of our Lord Jesus Christ to help others less fortunate than ourselves. The church has a Missions and Outreach Committee which has as its mission statement, "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 judged against Holy Faith's mission and core values statements, which are available for viewing on this website.

Charitable and religious organizations requesting funds must provide financial information, including income and expenses in detail (preferably audited) for at least the preceding year. We anticipate grants will be modest. In the past grants have ranged from \$300 to \$2,700.

Where possible, a member of this committee will be designated as a point of contact and will visit the facility, meet with the persons in charge and observe the program in action. The committee member point of contact can be expected periodically to contact you in order to discuss your process and progress.

In general, we do not provide support to

- Organizations with nation-wide fund raising capability and practice (e.g., the Red Cross), except for a 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)); and
- Projects for which no evaluative information is available.

In order to ensure an equitable distribution of funds, all applications must be received at Holy Faith no later than October 1st. The Committee will review and prioritize all the applications in order to make a recommendation to the Holy Faith Vestry as to how to disburse the year's funds for missions and outreach. You will be notified of our decision no later than January 15<sup>th</sup> of the funding year.

Your request does not have to be long and involved. The application is available on-line at this link. You are welcome to attach/upload other supporting documents to your application. We would prefer your application to be electronic; however you may submit your application and supporting documents in paper format mailed to the committee at the church's address, above. In addition to the member of the committee meeting with your organization as indicated above, you may wish to meet with committee members in order to further discuss your application.

Requests for such meetings are welcomed, and may be made by e-mailing the committee at [holyfaithmissionandoutreach@gmail.com](mailto:holyfaithmissionandoutreach@gmail.com).

We wish to know that the funds we provide are being used in the manner agreed upon. Funds received must be fully expended by September 30 of the funded year. A brief written report indicating how the funds were used is to be submitted to the Holy Faith Missions and Outreach Committee by October 1 of that year.

Should you have any questions, you may contact the Missions and Outreach Committee at [holyfaithmissionandoutreach@gmail.com](mailto:holyfaithmissionandoutreach@gmail.com). If you wish a telephone call, so indicate and a Committee member will call you back.