**WAYZATA COMMUNITY CHURCH**

**GRANT APPLICATION PROCESS**

**Outreach Board Mission Statement**

*To relentlessly share our extraordinary gifts with those in need in our local community, the nation and the world through financial support and life-changing personal service.*

**What kind of programs are funded?**

Wayzata Community Church makes grants primarily to organizations or agencies, programs and projects who deliver services involving families, children, the homeless (housing), nutrition, educational projects and other caring mission.

**Who is eligible?**

We support organizations who work towards improving and impacting the quality of life for all people. We grant financial support to:

* Alleviate poverty
* Provide food for the hungry
* Shelter the homeless
* Offer education to those without access
* Assist special needs persons of all ages
* Have WCC member volunteer opportunities with proposed project

**Who is not eligible?**

We ordinarily do not support:

* Ongoing operation expenses
* Salaries
* Grants to individuals
* Annual appeals in membership drives and capital campaigns
* Capital debt reduction
* Political projects
* Travel groups expenses

**Funding considerations**

Grants are provided to organizations evidencing sound financial and organizational management, realistic project planning, an engaged board of directors and capability to carry out the proposed project(s). Applicants are up to date with any and all reporting information as required from previous grants. The current application is complete and all information requested is included in the manner requested along with all attachments.

**Application process**

Completed grant applications must be postmarked by August 1, 2018. Grant applications *must* follow the formatting guidelines as set forth on the grant proposal narrative page and application cover sheet.

***Please submit application to:***

*Lou Vlahos, Director of Mission and Communication*

*Wayzata Community Church, 125 Wayzata Boulevard East, Wayzata, MN 55391*

**WAYZATA COMMUNITY CHURCH**

**GRANT APPLICATION COVER SHEET**

*Complete this form by either filling in the information on this sheet or*

*by reproducing the form exactly.*

Date of application

**ORGANIZATION INFORMATION**

*Name of Organization Legal Name if Different*

*Address City/State/Zip Federal ID/EIN Number*

*Phone Fax Web site*

*Name and title of top paid staff Phone Email*

*Contact person regarding this application Phone Email*

IRS 501(c)(3) Not-for-profit? \_\_\_\_Yes \_\_\_\_No

If NO, is your organization a public agency/unit of government? \_\_\_\_Yes \_\_\_\_No

If NO, are you using a fiscal agent? If so please list the name and address of fiscal agent:

Fiscal agent’s EIN number:

When was your organization established/incorporated?

What is your mission and to whom do you provide services? How many individuals did you serve each of last two years and to what extent were they served? How have you measured results? Provide details if available.

**BUDGET:**

Dollar amount requested $

Total annual organization budget $

Total project budge $

How have you secured or how do you intend to secure the remainder of the needed funds?

What are your major sources of funding? Please provide specifics such as categories with percentages, identification of major donors etc.

**PROPOSAL INFORMATION:**

Provide a description of the intended use of funds, including number of individuals you hope to reach, extent of service, timing of project completion, and how you plan to measure results. How will you assess completion of the project?

Proposal’s target population: Proposal’s geographic communities:

Please include additional information about your organization **ATTACHMENTS**

1. Financial statements from the last three years, audited if available, showing actual expenses. This information should include a balance sheet, a statement of activities (or statement of income and expenses) and functional expenses.
2. Your most recent Form 990 tax return.
3. Organization budget for current year, including income and expenses.
4. Project Budget, including income and expenses. (if not a general operating proposal).
5. Additional funders. List names of corporations and foundations from which you are requesting funds, with dollar amounts, indicating which sources are committed or pending.
6. Latest annual report or summary of the organization’s prior year activities
7. A copy of your current IRS determination letter (or your fiscal agent’s) indicating tax-exempt 501 (c) (3) status.

Please provide the names, if any, of WCC volunteers, board members, or funders.

Does your organization use volunteers? Is so, please provide details, including number of volunteers and hours volunteering.

**AUTHORIZATION**

Name and title of top paid staff or board chair

Signature