Shepherds for the Savior

19380 Hwy. 105 W., Ste.516

Montgomery, Texas 77356

Phone (936) 582-7997

**Christian Ministry Grant Application**

**The applicant must meet the following criteria to qualify for a grant submission**

* **The ministry must be an IRS recognized 501 (c) (3) organization.**
* **The purpose of the organization must clearly state Christian beliefs and all promotional material must include a clear statement of Christian belief.**
* **The ministry must be of Christian faith and serve a wide range of individuals.**
* **The ministry must be registered with *GuideStar.org* and have their most recent IRS 990 reports posted.**
* **The ministry must be current with all follow-up reporting on any previous grants received from SFTS.**

Date: Click here to enter text.

Organization Name: Click here to enter text.

Tax ID #: Click here to enter text.

Contact Name: Click here to enter text.

Title/ Position: Click here to enter text.

Web site & E-Mail Address: Click here to enter text. l Click here to enter text.

Phone Number: Click here to enter text.

Physical Address (You may also provide a separate mailing address.): Click here to enter text.

Briefly describe your ministry. **Be specific about what you do, not why you do it.**

Click here to enter text.

**Grant Funding Rules**

* **General fund requests will not be considered.**
* **100% of grant funds MUST be used only for the specific purpose for which the grant is awarded. If your situation changes that will affect the use of any grant funds, notify SFTS immediately.**
* **Grant funds cannot be donated to another organization or individual for any purpose.**
* **Grant funds cannot be used to reimburse the recipient for any expenses already paid for prior to receiving grant funds, or to pay back loans.**

Briefly describe the specific purpose for which you are requesting a grant:

Click here to enter text.

Amount you are requesting from Shepherds for the Savior? Click here to enter text.

Date grant is needed by: Click here to enter text.

Will you be able to obtain other funding if we are only able to award a partial grant? Click here to enter text.

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If yes, how? (List expected donations and income, and indicate which amounts have already been received.)

Click here to enter text.

Who will benefit from this ministry and why is it needed? (Include how many will benefit.) Click here to enter text.

Are there any volunteer opportunities within your ministry? If yes, please describe:

Click here to enter text.

Please give a brief background/history of your ministry. (Include how and why it was started) Click here to enter text.

Describe your ministry’s government (board, staff, and financial accountability):

Click here to enter text.

Is anyone on your management team related to anyone on the Shepherds for the Savior Board of Directors? If yes, please describe your relationship.

 Click here to enter text.

Is anyone on the Shepherds for the Savior Board of Directors involved in your ministry? If so, who and in what capacity?

Click here to enter text.

How did you learn about Shepherds for the Savior?

 Click here to enter text.

**The following items must be submitted with this application:**

* **A copy of the ministry’s main budget for the year of the project, including a line item or a separate budget for each funding request. The budget must include both income and expenses.**
* **Proof of your exempt status under section 501(c)(3) of the Internal Revenue Service Tax Code. A state or sales tax exemption will not be accepted.**
* **Eight originals of the same document to substantiate your ministry such as a worship guide, brochure, newsletter, or other printed material.**
* **Proof of registration with *GuideStar.org*. Check the site and print out your information. Register if your information is not already there.**
* **Bids, quotes or estimates from a valid retailer or contractor for all funding needs listed in Part 2 of this application to substantiate the actual costs of the request.**

**Please Note:**

* Only original, current, and complete applications will be considered for funding. Visit our website for current applications and information. www.shepherdsforthesaivor.com
* Applications must be mailed or hand delivered. Applications sent in by fax or e-mail will not be accepted. Applications sent in after the due date will not be accepted.
* Do not bind or punch holes in the applications.
* Completion of this application does not in any way guarantee that a grant will be awarded.
* There is a $5,000 cap, per organization, per year. However, it is the discretion of the board to decide how available funds are distributed among the recipients.

**Should a grant be awarded to your organization, you will be required to sign our** ***Expenditure Responsibility Agreement* which includes the following:**

 - That I agree to expend funds only for the purpose for which the grant is being made;

 - That I agree to refund SFTS any portion of the grant that cannot be used in accordance with the specific purpose stated on this application;

 - That I will send SFTS a narrative report on the status of the project within 90 days after grant is awarded and then once a month until the project is completed or the funds are expended;

 - That I will send SFTS financial documentation in the form of a copy of a cancelled check, credit card statement, etc. to prove funds were spent as intended.

 - That I will include any photos, literature, or other media means to substantiate the narrative report;

 - And that I will provide SFTS with complete year-end financial reports by February 28, or as soon as completed, the year following the year the grant is awarded to substantiate that the funds were spent for the purpose intended.

 I certify that the applicant is a Christian non-profit organization, that the statements and information in this application are true and correct, and that I am authorized to request a grant on behalf of this organization.

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Authorized Signature(s)

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Typed or Printed Name(s)

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Title(s)

**Form updated 02/19**