



## **CANTERBURY UNITED METHODIST CHURCH OUTREACH TEAM**

### **Guidelines for Grant Applications**

The Outreach Team of Canterbury United Methodist Church (the "Team") is charged with evaluating requests for assistance from local, regional and international organizations serving those in need. These guidelines are designed to inform prospective grant applicants on the criteria utilized to evaluate grant requests.

#### **DEADLINES**

The deadline for grant applications is **December 1, 2023**. You will be notified in **February of 2024**. Should your ministry be chosen as a recipient, initial funds will be disseminated in **March 2024**.

#### **WHAT WE LOOK FOR**

To make the greatest impact with the funds available, the Team concentrates on providing financial assistance to organizations operating in the following areas: healthcare, housing, education and basic necessities.

#### **LIMITATIONS & RESTRICTIONS**

The Team considers grant applications only from nonprofit organizations that have tax-exempt status under Section 501 (c)(3) of the Internal Revenue Code. The applying organization must have received its Letter of Determination from the IRS and provide us with a copy of same with their grant application. No grants are made to or for political organizations, candidates for public office or to finance lobbying activities.

#### **WHAT TO INCLUDE IN YOUR APPLICATION**

An application form is attached hereto as Schedule 1. Applications can be submitted by hand, mail, or electronically.

#### **SUBMITTING AN APPLICATION**

Please submit the following:

1. **A cover letter signed by your Director and/or Board Chair which includes:**
  - Name, address, phone, and e-mail addresses of the organization
  - Name and title of the contact person
2. **The completed application in the form attached.**
3. **A copy of the organization's Letter of Determination from the IRS.**
4. **\*\*All pages submitted must be 8 ½ x 11 in size; no staples; no brochures.\*\***

Each request is reviewed by the Ministry Review subcommittee of the Team before the Team's annual budget meeting. The applicant will be contacted should additional information be required and/or if a site visit is deemed necessary in order to evaluate the application.

#### **APPLICATIONS SHOULD BE RETURNED TO:**

**Canterbury United Methodist Church  
350 Overbrook Road  
Birmingham, AL 35213  
Attention: Outreach Team  
2024 Ministry Review**



**CANTERBURY UNITED METHODIST CHURCH  
OUTREACH TEAM FUNDING REQUEST APPLICATION  
Deadline is December 1, 2023**

1. Name of applying ministry or organization:

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2. Contact Person(name, title, phone, email):

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3. Total cost of project or program: \_\_\_\_\_

4. Request from Canterbury Outreach Team: \_\_\_\_\_

5. Summary of proposed use of funds:

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6. Are there other churches/organizations that support the project or program described in Item 5?

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7. Do you receive other monies from Canterbury? If so, please list specifically Sunday School classes –(which ones), Beeson, United Methodist Women

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8. Canterbury United Methodist Church members who hold leadership positions in your organization or are otherwise actively involved:

NAME

PHONE NUMBER/EMAIL

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