



## **Goode Ritson Outreach Grant Program**

The mission of St. Clement's Outreach Committee is to encourage and enable ministry to those in need. One resource used by the Committee is the Goode Ritson Outreach Grant Program, which is supported by the Goode Ritson Endowment Fund. The Goode Ritson Grant Program provides grants of up to \$2,000 to non-profit organizations and/or in support of special outreach projects at St. Clement's.

The objective of Goode Ritson Outreach Grants is to support programs that aim to improve the quality of life of individuals in need. Preference is given to projects that provide direct service to the local community, as defined as in either western Alameda and western Contra Costa counties.

The following types of requests are not appropriate for funding by the Goode Ritson Outreach Grant Program:

- Scholarships or financial assistance to individuals;
- Contributions to endowments;
- Support for general fundraising drives or events (e.g. capital campaigns)

### **Goode Ritson Outreach Grant Application Guidelines**

- 1) Grant Applications must be received no later than February 21, 2018 and:
  - a) Grant Applications should be submitted to the St. Clement's Outreach Committee, care of the Parish Office, or alternately emailed to: [stclements@stclementsberkeley.org](mailto:stclements@stclementsberkeley.org);
  - b) Decisions will be made and communicated by March 21, 2018.
- 2) Eligibility requirements for organizations to qualify for grants:
  - a) Organizations must have direct involvement by at least one member of St. Clement's Episcopal Church; and

- b) Organizations must be headquartered or active in either western Alameda or western Contra Costa counties.
- 3) Please include the following information in the Outreach Grant Application:
- a) Description of the nonprofit organization for which funds are requested, including:
    - i) Organizational overview, including mission statement, plans and objectives;
    - ii) Major accomplishments to date;
    - iii) Copy of annual report, other information such as newspaper articles, etc.;
    - iv) Copy of 501(c)3 status letter, financial statement for the prior year, budget results for the current year, list of board members and relevant staff;
    - v) Name of St. Clement's member or members directly involved in organization;
    - vi) Potential volunteer opportunities and steps for recruiting others;
    - vii) Summary of past projects supported by St. Clement's Outreach Grant Program and assessment of whether project goals were achieved;
  - b) Description of the specific project or purpose for which funds are requested, including:
    - i) Amount requested;
    - ii) Discussion re: how will the project or purpose meet the objectives of the Goode Ritson Outreach Grant objectives;
    - iii) Discussion of the most important result(s) to be achieved by the project/purpose;
  - c) Contact information:
    - i) Name/contact information of the individual who completes the Goode Ritson Outreach Grant Application
    - ii) Name/contact information of the nonprofit, for which funds are requested (if different from the above)