



Hunger Fund Committee
 Episcopal Church • Diocese of Washington
 Episcopal Church House • Mount Saint Alban
 Washington, DC 20016 • hungerfund@edow.org
www.edow.org/hungerfund

FOLLOW ON GRANT REQUEST BY AN ORGANIZATION PREVIOUSLY AWARDED ASSISTANCE

"In projects submitted for funding, the primary objective shall be the provision of food for hungry people."
 (Diocesan Council May 4, 1980)

Date Submitted: _____ Amount Requested: _____

PLEASE NOTE: This request form is to be used by organizations that have received grants from the Hunger Fund Committee within the last three years.

A. REQUESTING ORGANIZATION:

Organization's Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Fax: _____

Website? http:// _____

Contact Person: _____ Telephone: _____

Position: _____

E-mail address? _____

Type of Organization: Tax Exempt Incorporated Episcopal
 Interfaith Community

B. PLEASE LIST BELOW ANY CHANGES FROM THE INFORMATION PROVIDED IN YOUR INITIAL GRANT REQUEST

C. AUDIT INFORMATION

Auditors:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Daytime Phone: _____ Evening Phone: _____

Date of Last Audit: _____

E-mail address? _____

D. REQUIRED ATTACHMENTS:

1. Current year’s budget for the grantee organization. The budget must include a separate line for food purchases. **Reminder: Grant funds may only be spent on food and serving supplies, with a maximum of 10% of the grant going towards serving supplies.**

2. Latest copy of organization’s financial report, where available. The report must include a separate line for food purchases.

Prepared by: _____

Position: _____

Daytime Phone: _____

Signature of Preparer: _____

Date: _____

G. SUBMISSION DETAILS:

Please send your grant request to:

Hunger Fund Grants
Episcopal Church House
Mount St. Alban
Washington, DC 20016-5094

Please email hungerfund@edow.org with any questions.

Submission Deadlines:

The Hunger Fund Committee reviews requests and makes grants twice a year – at its June and December meetings. The submission schedule is as follows:

- Requests received from December 2 to the following **June 1** will be considered at the June meeting.

- Requests received from June 2 to the following **December 1** will be considered at the December meeting.

Because more requests will be reviewed at the designated review meetings than in the past, the earlier a request is received the better. Exceptions are unlikely and will **ONLY** be granted for **true emergencies** and only by the Committee chairperson.

Thank you for your interest in the Diocesan Hunger Fund
and for the good work that you are doing!