Date Submitted: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Organization/Ministry/Individual: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_\_\_

Contact person: n: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, ph:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**CHECK THE BEST DESCRIPTION OF YOUR ORGANIZATION/MINISTRY:**

 St. Edward the Confessor Parish Ministry or School \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 501©(3) tax exempt organization IRS No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date established or incorporated\_\_\_\_\_\_\_\_\_\_

 Non-profit or religious organization Corp. No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date established or incorporated\_\_\_\_\_\_\_\_\_\_

 Foreign entity. Country: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date established or incorporated\_\_\_\_\_\_\_\_\_\_

 Individual

**DESCRIBE ORGANIZATION’S PRIMARY MISSION:**

**INTENDED USE OF FUNDS:**

**DATE(S) OR TIMING FOR OUTREACH REQUESTED:**

 Timing is flexible

 Timing is flexible but we would prefer no later than the following date(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 No, the timing is specific to the following date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**OUTREACH REQUEST ACCOUNTABILITY AGREEMENT:**

If your request is approved, you will be expected to submit to the Outreach Council a “follow up” or “accountability” report within thirty days after completing the activity for which the request was made. Please include all of the following in your report:

1. A one-page summary detailing who benefitted and how they benefitted from the Outreach funds.
2. Two to four photographs depicting how the funds were used to benefit others.
3. An accounting of the use(s) of the funds donated.
4. If applicable, provide receipts for expenditures of the Outreach funds.

**AUDITED/UNAUDITED FINANCIAL STATEMENTS**: (Required for all organization and entities that are not St. Edward the Confessor Parish ministries or organizations):

 Attached. Date of statements: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Not attached. Please explain.