

TO APPLY FOR A VALLE COUNTRY FAIR GRANT:

The members of the Mission and Outreach Commission (MOC) of the Episcopal Church of the Holy Cross determine the recipients of Valle Country Fair (VCF) Grants. MOC's mission statement is "to seek Christ in all persons, answering His call to love others and help those in need." The deadline to apply for a 2019 VCF grant is **May 31, 2019**. Recipients are selected during the summer. All applicants will receive a letter via email of their grant status no later than mid-August. The Valle Country Fair takes place this year on **Saturday, October 19**. Grants are awarded about a week afterwards at our church in Valle Crucis.

REQUIREMENTS FOR APPLICANTS:

All applicants must be non-profit, charitable organizations serving people in need in Avery and/or Watauga County. Applications must be submitted as an attached PDF file to vcfgrants@gmail.com (this is a change in address from past years). All applications must be received in the inbox **5 p.m. local time Friday, May 31, 2019**. Late or incomplete applications will not be considered.

I. Application Requirements: All applications must be no longer than 3 pages. Attachments or documents other than proof of charitable, non-profit status will not be considered. The application must include the following information **in this order**:

1. Organization's name and mailing address; include physical address if different from mailing address.
2. Name, title, active email address and phone number(s) of person(s) who should receive notification of your application's final status. ***Should this contact information change before MOC sends out final notifications, it is your responsibility to provide MOC with updated information.***
3. Evidence of organization's non-profit, charitable organization status, e.g. 501(c)(3) status.
4. Name, email address and phone number(s) of organization's director (if different from "2").
5. Name, email address and phone number(s) of organization's treasurer.
6. Organization's mission statement.
7. A brief description of organization (e.g. programs, activities, population and geographic area served).
8. Organization's sources of income. Please include all sources.
9. Amount of grant request.
10. How organization will use grant funds if approved. Be specific.

II. Other Requirements:

11. Applicants must be willing to receive a site visit by MOC members and/or appear either in person or via telephone before MOC if requested.
12. Applicants must be willing to provide their organization's current annual audit.
13. Organizations selected for grants must supply a poster that illustrates its work and is suitable for outdoor display. (Because posters will be exhibited at the Fair and are exposed to the elements, they might not be returned in their original condition.)
14. We request that one representative from each grantee's organization participate in the awards ceremony at Holy Cross Church on Sunday, October 27, 2019. Please notify us who will represent your organization to vcfgrants@gmail.com no later than Thursday, October 10, 2019. If no one from your organization is present on Sunday, October 27 to receive the grant, your organization may run the risk of forfeiting the grant.

III. **Optional:** Volunteers are always needed at the Fair to participate in a variety of tasks from a couple of days before the Fair through Fair day. Note in your application if your organization is willing to get together a group of volunteers to join in the fun. Please provide a contact name, email and phone number.